AGENDA AND MINUTES

JULY 1973 to June 1974

VAUCLUSE HOUSE HISTORIC SITE

GENERAL POLICY

a. Complete co-operation with the Minister for Lands and the National Parks and Wildlife Service, so that, by combining the authority conferred on it by statute with the assistance of the Service, the Trust may the better serve the community.

b. Apart from maintenance, the emphasis at Vaucluse House is to be placed on its historic aspects and its educational value.

c. The House and Park to be administered as a public enterprise, with due regard for accountability.

d. Establishment of definite chain of command and responsibility, from Trust to Secretary/Manager to staff. All instructions to staff to be given through and by the Secretary/Manager.

CONDUCT OF MEETINGS

a. Importance of agreed agenda and confirmed minutes as basis for further business.

b. Apart from ad hoc business which may be completed immediately, the business of meetings to be raised by or through Secretary/Manager. Business raised by Trustees, which is of significance in regard to future policy, to be the matter of research and accumulation of relevant facts by the Trustee concerned, and/or the Secretary/Manager before presentation to a Trustees' Meeting for consideration and decision.

c. The Trust being small and division to be avoided, decision to be based as far as possible on consensus, and agreement reached after general examination of pros and cons leading to a formal resolution acceptable to all.

d. Work to be shared by all, with special responsibilities accepted by individuals.

e. Emergency decisions to be made by Secretary/Manager, President, Executive and, where significant, to be submitted to Trust for endorsement.

VAUCLUSE HOUSE HISTORIC SITE

GENERAL POLICY

a. Complete co-operation with the Minister for Lands and the National Parks and Wildlife Service, so that, by combining the authority conferred on it by statute with the assistance of the Service, the Trust may the better serve the community.

b. Apart from maintenance, the emphasis at Vaucluse House is to be placed on its historic aspects and its educational value.

c. The House and Park to be administered as a public enterprise, with due regard for accountability.

d. Establishment of definite chain of command and responsibility, from Trust to Secretary/Manager to staff. All instructions to staff to be given through and by the Secretary/Manager.

CONDUCT OF MEETINGS

a. Importance of agreed agenda and confirmed minutes as basis for further business.

b. Apart from ad hoc business which may be completed immediately, the business of meetings to be raised by or through Secretary/Manager. Business raised by Trustees, which is of significance in regard to future policy, to be the matter of research and accumulation of relevant facts by the Trustee concerned, and/or the Secretary/Manager before presentation to a Trustees' Meeting for consideration and decision.

c. The Trust being small and division to be avoided, decision to be based as far as possible on consensus, and agreement reached after general examination of pros and cons leading to a formal resolution acceptable to all.

d. Work to be shared by all, with special responsibilities accepted by individuals.

e. Emergency decisions to be made by Secretary/Manager, President, Executive and, where significant, to be submitted to Trust for endorsement.

The President offered a policy statement for the consideration of the Trust. It was divided into two parts, general policy and policy with regard to conduct of meetings. It was fully endorsed by the Trust.

GENERAL POLICY

a. Complete co-operation with the Minister and the National Parks and Wildlife Service, so that, by combining the authority conferred on it by statute with the assistance of the Service, the Trust may the better serve the community.

b. While supporting the Minister's plans for the ultimate transfer of Nielsen Park and implementing such parts of the Service's master plan for the development of the Park as are practicable, the Trust should exert its best efforts for the maintenance and development of the Vaucluse House Historic Site.

d. Apart from maintenance, some emphasis at Vaucluse House to be placed on its historic aspects and its educational value.

d. The House and Park to be administered as a public enterprise, with due regard for accountability.

e. Establishment of definite chain of command and responsibility, from Trust to Secretary/Manager to staff. All instructions to staff to be given through Secretary/Manager.

CONDUCT OF MEETINGS

a. Importance of agreed agenda and confirmed minutes as basis for further business.

b. Apart from ad hoc business which may be completed immediately, most of the business of meetings to be raised by or through Secretary/Manager. Business raised by Trustees, which is of significance in regard to future policy, to be the matter of research and accumulation of relevant facts by Secretary/Manager before presentation to Trust for consideration and decision.

c. The Trust being small and division to be avoided, decision to be based as far as possible on consensus, and agreement reached after general examination of pros and cons leading to a formal resolution acceptable to all.

d. Work to be shared by all, with special responsibilities accepted by individuals.

e. Emergency decisions to be made by Secretary/Manager, President, Executive and, where significant, to be submitted to Trust for endorsement.

VAUCLUSE HOUSE / NIELSEN PARK HISTORIC SITE TRUST

A MEETING OF THE TRUSTEES WILL BE HELD AT VAUCLUSE HOUSE ON SUNDAY, 15th JULY, 1973.

A G E N D A

1. MINUTES.

2. MATTERS ARISING FROM PREVIOUS MINUTES

(a) a copy of the original letter under cover of a further letter has now been forwarded to the State Crown Solicitor re Nielsen Park Lifesaving Club and the Secretary/Manager will pursue by telephone;

(b) although nothing has been received in writing from the Service to date, their Architect, Mr. Bruce Loder has telephoned the Secretary/Manager and has intimated that the Trust's request for $7500 for improvements to the "Rangers House" at Nielsen Park has been approved and that he will inspect the property within the next week or so;

(c) the "rider mower" has been purchased and is now in service as evidenced by the condition of the outer areas of the Park;

(d) the Executive has examined the Secretary/Manager's report upon Nielsen Park and will report to the Meeting;

(e) Mr. McCotter has been informed of the approach required in respect of the Cobb & Co. coach and the Secretary/Manager will continue to liaise;

(f) a Mr. Connors of the Government Architect's office has been in touch with the Secretary/Manager and an examination and report upon the dampness problem will be forthcoming;

(g) and (h) the House has remained open during the very intensive pest control and carpentry/joinery activities and by selective use of temporary barriers and signs a minimum of inconvenience has been caused to visitors in relation to the magnitude of the work involved. Action in general has proceeded as resolved in the previous Minutes;

(i) the President;

(j) the stone for the Coach House wall is still unavailable but under review;

(k) the "Simpson Report" to be kept under review in the terms of the Minutes of the Meeting of 17th June, 1973;

(l) the clearance of dead trees, lopping of limbs as necessary and general work on trees in the outer park areas by garden staff continues;

(m) the resolutions under CORRESPONDENCE in the previous Minutes necessitating replies have been attended to by the Secretary/Manager.

3. CORRESPONDENCE

(i) letter from Minister for Lands & Tourism regarding Mr. Yelland's election as President;

(ii) Letter from Director, N.P.W.S. on the same subject as (i);

(iii) letter of complaint from resident of Olola Avenue;

(iv) letter from Mrs. Helen Cozens requesting return of some quite prominent items in the House on loan from her (e.g. the silver serving dish on the Family Dining Room table).

4. GENERAL BUSINESS

5. SECRETARY/MANAGER'S REPORT attached.

6. FINANCE Accounts paid since the last Recoupment Summary was submitted to the Board are as detailed on Summaries 51/52/53/54 as tabled. These have been passed for payment and already reimbursed by the N.P. & W.S. and formal confirmation is requested. Accounts have been reconciled and submitted to the N.P. & W.S. as at the end of the financial year in accordance with Public Service requirements.

J.GALE

Secretary/Manager.

VAUCLUSE HOUSE / NIELSEN PARK HISTORIC SITE TRUST

SECRETARY/MANAGER'S REPORT - JUNE, 1973.

Gentlemen,

June admissions to the House each year are, I understand, poor in comparison with other months and this trend has certainly been confirmed in June, 1973 e.g.,

	1973	1972	1971	1970	1969
Adults	3871	3972	4205	4718	5065
Children	1958	1862	1463	1553	2463

A contributing factor to the decline in this year's June figures is the very great reduction in overseas tours at this time of the year, particularly those from North America. For example, admissions on Ansett-Pioneer vouchers during February, 1973 amounted to $1286.50 - for June, 1973 $135.00 ! There is nothing sinister about this - tour operators assure me that they have a dramatic drop in tourists annually during the North American and Eurpoean summer months.

Insofar as the staff at the House is concerned, June was indeed a difficult month. Between constant pest control and associated carpentry and joinery activities, two major functions at the House and N.P. & W.S. end of the financial year requirement I consider it only proper that I should record for the Trust my appreciation of the willing assistance offered by every member of the staff in the very heavy workload involved during June.

The one activity at the House which exceeds all others in my priorities and upon which I consider it equally necessary to give priority in this report is the progress regarding pest control and restoration work necessitated by termite damage. This work still continues and will do so for some time yet. The current position is :-

PEST CONTROL

The whole house has been treated very thoroughly by "Rentokil" and they have been informed of the acceptance of their tender for bi-annual treatments as approved by the Trust. Further, as the carpentry and joinery progresses and damaged woodwork is removed, they are co-operating splendidly in respect of almost immediate availability to treat individual areas on a localised "back-up" treatment basis, even though the area is in fact basically covered by their initial treatment. A typical example of their standards of service is a recent incident when very badly damaged skirting boards were found in the Main Hall area. The damage was not due to termite activity in this instance but to rot and their operator made a special journey to North Sydney and back to obtain the necessary chemical to rot-proof the area and the timbers prior to the replacement of the skirting even though they did not quote for such work. The only costs for this very extensive pest control to date has been the $75.00 for the special treatment initially carried out in the Period Costume Room when the first active infestation was discovered, $185.00 for the major treatment of the whole house (including the special services described above) and subsequent cost will be the $80.00 per visit for the bi-annual treatment.

RESTORATION

In case it may be considered that I have over-emphasised the situation regarding termite damage to the House, I must assure Trustees that trades opinion coupled with the evidence I have seen confirms that we

have been fortunate indeed to have discovered the active infestations when we did which led me to a detailed examination. There was nothing superficial about much of the damage - the structural strength of the House itself was threatened in several strategic places, of that there is no doubt. In one particular location, the eastern Drawing Room windows, the whole 12ft x 8ft double window assembly could be moved by the pressure of a finger and would almost certainly have collapsed in the next winter gale.

The manner in which Mr.G.H.Friend of Vaucluse is carrying out this work is absolutely outstanding. The evidence of this in the new architraves of the Guests Dining Room and Morning Room and the skirting in the Main Hall make me confident that the windows over the public entrance, the semi-circular fanlight over the main entrance and the new frames for the eastern window in the Drawing Room will be up to the same standard when completed. To see restoration of this quality and above all to know that the most thorough pest control treatment has been carried out first, is indeed gratifying. Expenditure to date amounts to $975.00 which has been paid from the Special Purposes A/c and there is, of course, a great deal more expenditure involved inclusive of the cost of re-painting, re-locating burglar alarm wiring and other ancillary items. Damage to the support of the main staircase inside the Archives Room has been left in situ for inspection by Mr. Parkes.

FINANCIAL REPORT

REVENUE The admission figures quoted for June plus other normal income (rents, sales, etc.) resulted in total cash receipts for the month of $3197.11, of which $1376.11 was general revenue due to the N.P. & W.S. and $1421.00 was a credit to the Special Purposes A/c with the Service. Revenue in respect of Coach Tours will come to hand during July and will be taken up in that months accounts in the usual manner.

EXPENDITURE Of a recurrent nature continued within the limits of the N.P. &. W.S. budget laid down for the House. The Advance A/c and all relevant sub-accounts were correctly reconciled and retired in accordance with Service requirements as at 30th June, 1973.

SPECIAL PURPOSES A/C

STATEMENT AS AT 30th JUNE, 1973

		Dr.	Cr.
Balance Brought Forward			11268. 00
To D.B.Morgan	(electrical work)	183. 00	
Rentokil	(pest control)	75. 00	
Grace Bros.	(vase)	3. 00	
Edward E. O'Brien	('phone directory entries)	24. 00	
G.H.Friend		773. 00	
By Revenue from admissions and sales(June)			1421. 00
Balance carried forward		11631. 88	
		12689. 88	12689. 88
By Balance Brought Forward (Cr.)			$11631. 88

COMMITMENTS

Stonemasonry (Coach House)	600. 00
Purchase of books (for resale)	740. 00
Burglar Alarm System	1714. 00
Pest Control	260. 00
Rider Mower	2675. 00
New Boiler for Kiosk	1342. 00
Revised estimate of restoration of termite damage.	4000. 00
	$11331. 00

J.GALE. Secretary/Manager

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY No. 1 Park code ...

EXPENDITURE FROM ADVANCE A/C OF .....

at ..... (bank and branch)

for the period ended ....., 1973.

Voucher No.	Cheque No.	Claimant	Amount to be recouped $ c
323	184/185	... 21/5/73	1217 . 05
324	186	Special Purposes	—
325	187	Sydney County Council	28. 94.
326	188	Special Purposes.	—
327	145/189/90.	Salaries of 30/5/73	1304 . 39
328	191	Bethop. W. S. & D.B.	47. 81
329	192	Eastern Subs. Prim. Cement	3. 90
330	193	Warnalee Bros.	29. 75
331	194	J. F. Lowe & Son.	6. 02
332	195	Scott Bonnar Ltd.	50. 33
333	196	Special Purposes	—
334	197	Central Mines Service	62. 90.
335	198	Special Purposes	~~2750.~~ Nil
336	199	T. F. Stewart & Co. ..	6. 27
337	200	Rose Mowers	6. 09
338	144 801	Rose Bay Hardware	12. 85
339	802	R. B. Wyper Pty. Ltd.	38 40.
340	803	Campbell Bros. Ltd.	13. 87
341	804	Gibsons Chemicals	129. 70.
342	805	Petty Cash	39. 55
343	806	R. Contato	500. 00.
344	807/8	Salaries of 6/6/73	1545. 07
345	809	Rose Bay Hardware	10. 76
346	810	...	11 . 44
347	811	Commissioner of Pay-roll Tax	157. 87
		TOTAL .. .. $	5245. 66.

Vouchers totalling $..... were recouped on .....

Accountant.

per:

ADVICE OF RECOUPMENT

ST 5059—3 V. C. N. BLIGHT, GOVERNMENT PRINTER

A/c 213

NATIONAL PARKS AND WILDLIFE SERVICE

RECOUP SUMMARY No 52 Park code 26.

EXPENDITURE FROM ADVANCE A/C OF [illegible]

at [illegible] (bank and branch)

for the period ended 6th June, 1973

Voucher No.	Cheque No.	Claimant		Amount to be recouped
				$ c
		SPECIAL PURPOSES ACCOUNT.		
324	145186.	D. B. MORGAN		183. 00.
326	188	RENTOKIL		75. 00.
333	196	GRACE BROS.		3. 00.
335	198	EDWARD. H. O'BRIEN.		24. 00.
		TOTAL .. .. $		285. 00

Vouchers totalling $..... were recouped on .....

Accountant,

per:

ADVICE OF RECOUPMENT

ST 5059—3 V. C. N. BLIGHT, GOVERNMENT PRINTER

175/4 10

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY No53 Park code 210

EXPENDITURE FROM ADVANCE A/C OF [illegible]

at The Mount Bank, [illegible] (bank and branch)

for the period ended [illegible], 1973.

Voucher No.	Cheque No.	Claimant		Amount to be recouped
		[illegible]		300. 00
[illegible]	[illegible]	[illegible]		$ 120 c 00.
[illegible]	[illegible]	Mrs M. McCabe		6. 00.
[illegible]	[illegible]	Salaries - 13/6/73		1212. 11
[illegible]	[illegible]	The Agency County Council		8. 00.
[illegible]	[illegible]	Jannen Medication		27. 56.
[illegible]	[illegible]	Calter		21. 90.
[illegible]	[illegible]	R. Contato		20. 00.
[illegible]	[illegible]	[illegible]		—
[illegible]	[illegible]	[illegible]		[illegible]
[illegible]	[illegible]	Unemployment Thera.		21. 70.
[illegible]	[illegible]	Associated Locksmiths		12. 00.
[illegible]	[illegible]	Woman at Rpoo.		30. 91.
[illegible]	[illegible]	Salaries - 27/6/73		1233. 91.
[illegible]	[illegible]	Special Purposes C/C		—
[illegible]	[illegible]	N.R.M.A.		7. 50.
[illegible]	[illegible]	J. H. Gale.		24. 00.
[illegible]	[illegible]	{ Petty Cash		35. 57
[illegible]	[illegible]	{ Special Purposes.		—
		TOTAL .. .. $		461 12

Vouchers totalling $ 461 . 12 were recouped on [illegible]

Accountant,

per:

ADVICE OF RECOUPMENT

ST 8058—3 V. C. N. BLIGHT, GOVERNMENT PRINTER

175/5

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY No 54 Park code 26

EXPENDITURE FROM ADVANCE A/C OF [illegible]

at [illegible] (bank and branch)

for the period ended [illegible], 19 72

Voucher No.	Cheque No.	Claimant		Amount to be recouped
				$ c
		[illegible]		
250/13/26/28				
356	144 621	G. W. Friend		329. 00.
362	144 829	G. W. Friend		434. 00
365	144 832.	Waucluse Park Kiosk		1. 00.
		TOTAL .. .. $		774. 00.

Vouchers totalling $ ..... were recouped on 25 IX 1973

Accountant, [signature]

per:

ADVICE OF RECOUPMENT

ST 8038—3 V. C. N. BLIGHT, GOVERNMENT PRINTER

VAUCLUSE HOUSE / NIELSEN PARK HISTORIC SITE TRUST

A Meeting of the Trustees will
be held at Vaucluse House on
Sunday 19th August,1973 at 9.30a.m.

A G E N D A

1. MINUTES

2. MATTERS ARISING FROM PREVIOUS MINUTES (Chairman)

3. CORRESPONDENCE

   (i) Applications for appointment as Secretary/Manager.

   (ii) Otherwise routine, dealt with by Secretary/Manager and/or Executive.

4. GENERAL BUSINESS

5. SECRETARY/MANAGER'S REPORT - attached

6. FINANCE

   Accounts paid since the last Recoupment Summary (No.54) was submitted to the Board are as detailed on Summaries 1 to 6 of 1973/74 as tabled. These have been passed for payment and already reimbursed by the N.P.& W.S. and thus formal confirmation by the Board is now requested.

J.GALE

Secretary/Manager.

VAUCLUSE HOUSE / NIELSEN PART HISTORIC SITE

MINUTES OF A MEETING HELD AT VAUCLUSE HOUSE
ON SUNDAY, 15th JULY 1973 AT 10 a.m.

PRESENT:

MR.	H. L. YELLAND	President and Chairman
"	M. FINLAY	Vice President
"	J. R. BARRETT	Treasurer
"	H. J. PIERCE	
"	E. R. DOYLE	
"	G. J. CROUCH	
COUNSELLOR	C. PARKES	
"	H. SNELLING	

MINUTES: The Minutes of the previous Meeting were read and confirmed.

MATTERS ARISING FROM PREVIOUS MINUTES:

(a) (b) and (c) - were noted;

(d) is being pursued by the President (see separate note) *

(e) (f) (g) and (h) - were noted;

(i) is being pursued by the President;

(j) was noted;

(k) is to be kept under review;

(l) and (m) were noted.

* the Meeting was addressed by the President on behalf of the Executive and it was resolved that the possibility of implementing the general principles of "Nielsen Park Report" should be a matter for negotiation between the President and the Director, N.P. & W.S.

Following an address and policy statement (see attached) by the President, it was resolved that future Meetings would commence at 9.30 a.m.

CORRESPONDENCE:

(i) and (ii) - accepted, no further action necessary;

(iii) - resolved that Dr. Burgess be informed that his letter of complaint had been tabled and that Secretary/Manager would discuss with him if required;

(iv) resolved that of the items referred to by Mrs. Cozens, the silver serving dish should first be properly identified and if of the correct period that an offer should be made.

GENERAL BUSINESS:

(i) Filling of vacancies on the Trust

Considerable discussion took place as a result of which it was resolved that the following names should be

put forward to the Minister for Lands through the local Member (Mr. A.R.Doyle M.L.A.) in accordance with the usual procedure:-

MR. PETER COCK

MR. MAX HERFORD

MRS.CAROLINE SIMPSON

(i) Testimonial Dinner - thanks were expressed in respect of the work done by Mr. & Mrs. Crouch and Mrs.Snelling.

It was resolved that:-

(a) Liquor costs should be paid from the Special Purposes A/c:
(b) Captain Lusher and Mr.Kelly should be assessed as guests insofar as cost was concerned:
(c) That Dr. Parkes / Mr. Pierce and Mr. Doyle should pay one share only of the final costs payable by Trustees.

(ii) Staffing - the appointment of Mrs. Clive Sames as a casual employee for week-end and holiday counter duties was approved.

(iv) Blue Mts. Exhibit - the President's proposal that this vulnerable exhibit should be covered by clear perspex sheeting for protection against theft was approved at an estimated cost of $247.00.

THE SECRETARY/MANAGER'S REPORT INCORPORATING THE FINANCIAL REPORT

was examined and accepted.

[illegible] MATTERS:

(a) MR.FINLAY -- publicity.

(b) MR.SNELLING -- reported re "Friends" to the Meeting in general terms:

(c) The Secretary/Manager withdrew from the Meeting which then resolved that his application for reimbursement of the cost of floor coverings in the flat be approved, the said coverings to be added to the inventory of the flat and become the property of the Trust.

THE MEETING CLOSED AT 11.50a.m.

CHAIRMAN _____

Secretary/Manager _____

VAUCLUSE HOUSE / NIELSEN PARK HISTORIC SITE TRUST

SECRETARY/MANAGER'S REPORT - JULY,1973.

Gentlemen,

July admissions to the House were as detailed below (with comparative figures from previous years) :-

	1973	1972	1971	1970
Adults	4905	3799	4220	4609
Children	2066	2536	2783	1662

As you will see this constitutes the best adult figures for July for some years but there is a decrease in the number of children.

Staff continued to give their loyal support to the Trust, the only changes being the resignation of one gardener's labourer (not yet replaced) and the appointment of the casual clerical assistant for week-end and public holiday duties, Mrs.Olive Sames, as approved by the Executive and the Trust. The opportunity of granting annual holidays to Nielsen Park Staff during the "slack season" is being utilised.

Pest control and restoration work continues and it is anticipated that major items will be completed by mid-August. Trustees may see for themselves the quality of the replacement architraves, skirting boards, fanlights etc., all in western red cedar in the interest of termite resistance. It is anticipated that major painting will also be completed during August (estimated cost $250.00). Minor repairs, replacement, painting and plastering will need to continue for some time yet.

FINANCIAL REPORT

REVENUE - the admission figures quoted for July plus other normal income (rents, sales, etc.) resulted in total cash receipts for the month of $3270.05 of which $1808.45 was general revenue due to the N.P. & W.S. and $1461.60 was a credit to our Special Purposes A/c with the Service.
Revenue in respect of Coach Tours will come to hand during August and will be taken up in that month's accounts in the usual manner.

EXPENDITURE - of a current nature continued within the normal limits of the N.P. & W.S. budget (not yet to hand in respect of the 1973 - 74 financial year).

It is interesting to note from the end of year statements as at 30th June 1973 received from N.P. & W.S. that on a budget for the 1972/73 financial year of $80,423.00 we spent $85,937.00, the difference being in salaries and wages due to unbudgeted increases plus payments for long service leave and thus acceptable to N.P. & W.S. The particular significance of this is that we did not commit what I consider to be the heinous crime of "going to bed" at the end of the financial year with surplus funds in our vital maintenance votes. Our budgeting on the revenue side was pretty good too -

Estimate $41,156 Actual $42,296 !

SPECIAL PURPOSES A/C

STATEMENT AS AT JULY, 1973

		DR.	CR.
Balance Brought Forward			11631. 88
To: George Friend (Termite damage repairs July)		342. 50	
Catering-Blue Mts.Exhibit Opening		121. 54	
Purchase of Mower		2675. 00	
Pages Hire Centre-Blue Mts.Exhibit Opening		44. 29	
Mediterranean Wines - Trust Dinner		72. 07	
Gale - refund cost of floor coverings		506. 00	
Burglar Alarm System		1714. 00	
"Copy Cat" -production "Friends" balance sheet		12. 00	
Pest Control - Rentokil		185. 00	
By Revenue from admissions & sales (July)			1461. 60
Balance carried forward		7421. 08	
		$13093. 48	$13093. 48

BY BALANCE B/FWD TO 1st AUGUST 1973 (CR) $ 7421. 08

COMMITMENTS

Stonemasonry (coach house)	600. 00
Purchase of books (for resale)	740. 00
New boiler for Kiosk	1342. 00
Repairs to Kiosk ceiling	50. 00
Revised estimate of restoration of termite damage.	3000. 00
	$5732. 00
= Available for contingencies, only	$1689. 08

J.H.GALE

Secretary/Manager.

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY No. 1. Park code .....

EXPENDITURE FROM ADVANCE A/C OF .....

at ..... (bank and branch)

for the period ended ....., 19....

Voucher No.	Cheque No.	Claimant		Amount to be recouped
				$ c
2	144634/36.	Salaries of 4/7/73.		1759. 32
3	144835	Comms. Payroll Jne.		125. 70.
4	144837	~~Comms.~~ Special Purposes		—
5	144836	— " — " —		—
6.	144839	— " — " —		—

TOTAL .. .. $ 1885. 02

Vouchers totalling $ 1885 02 were recouped on .....

Accountant,

per

ADVICE OF RECOUPMENT

ST 8088—3 V. C. N. BLIGHT, GOVERNMENT PRINTER

22/2 18

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY . Park code .....

EXPENDITURE FROM ADVANCE A/C OF .....

at ..... (bank and branch)

for the period ended ..... , 19....

Voucher No.	Cheque No.	Claimant		Amount to be recouped
				$ c
		SPECIAL PURPOSES A/c.		
		~~Established~~		
4	144837	G.H. FRIEND.		202.00.
5	144838	B. KNIGHT & CO.		121.54.
6.	144839.	DEVESON JAHN PTY LTD.		2675.00.
		TOTAL		$2998.54.

Vouchers totalling $..... were recouped on .....

Accountant,

per:

ADVICE OF RECOUPMENT

ST 3059—3 V. C. N BLIGHT, GOVERNMENT PR NTER

49/2 19

A/c 213

NATIONAL PARKS AND WILDLIFE SERVICE

RECOUP SUMMARY No. 2 Park code 26.

EXPENDITURE FROM ADVANCE A/C OF [illegible]

at [illegible] (bank and branch)

for the period ended [illegible], 19[illegible]

Voucher No.	Cheque No.	Claimant		Amount to be recouped
				$ c
7.	144240	Miller Bros.		95. 42
8	144241	Cigarettes Cleaning		140. 00.
9	144242	SPECIAL PURPOSES		—
10.	144243	" "		—
11	144244/5	Salaries	{	913. 30. 137. 55
12	144246.	C.C. 6 Insurance		100. 15
13	144247	SPECIAL PURPOSES		—
14	144248	"		—

TOTAL .. .. $ [illegible]

Vouchers totalling $ 1386-42 were recouped on .....

Accountant, [signature]

per: [signature]

ADVICE OF RECOUPMENT

ST 8058—3 V. C. N. BLIGHT, GOVERNMENT PRINTER

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY No 4 Park code .....

EXPENDITURE FROM ADVANCE A/C OF .....

at ..... (bank and branch)

for the period ended ....., 19..

Voucher No.	Cheque No.	Claimant		Amount to be recouped
				$ c
		SPECIAL PURPOSES A/c.		
9	144242	Wages Mine Centre		44. 29
10	144243	L. H. Friend		100. 50
13	144247	Prodittersaneans Mines		72 07.

TOTAL .. .. $ 722.56.

Vouchers totalling $..... were recouped on .....

Accountant,

per:

ADVICE OF RECOUPMENT

6T 5058—3 V. C. N. BLIGHT, GOVERNMENT PRINTER

63/5 21

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY No 5. Park code 26

EXPENDITURE FROM ADVANCE A/C OF [illegible]

at Bank. [illegible] (bank and branch)

for the period ended [illegible], 1973.

Voucher No.	Cheque No.	Claimant		Amount to be recouped $ c
15	144849/50.	Salaries of 15/7/73.		1431. 27.
16	144851/52	" " 25/7/73		1364. 45.
17	[illegible]	[illegible]		—
18	144854	" "		—
19	144855.	K. F. Workman Canvas		53.00.
20	144856.	P. W. D. & D. C.		157.74.
[illegible]	[illegible]	[illegible]		—
22	144858	" "		—
		TOTAL		$3028.46.

Vouchers totalling $ [illegible] were recouped on [illegible]

Accountant,

per:

ADVICE OF RECOUPMENT

GT 5058—3 V. C. N. BLIGHT, GOVERNMENT PRINTER

63/4 22

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY No 6. Park code [redacted]

EXPENDITURE FROM ADVANCE A/C OF [redacted]

at [redacted] (bank and branch)

for the period ended [redacted], 19[redacted]

Voucher No.	Cheque No.	Claimant		Amount to be recouped
		SPECIAL PURPOSES A/C.		$ c
17	144853	Morrison-Lee Pty Ltd.		171. 00
18	144854	Copy Cat Printing		12. 00
21	144857	G. H. Friend		40. 00
[illegible]	[illegible]	[illegible]		165. 00
		TOTAL	$ [redacted]	

Vouchers totalling $ 1951-00 were recouped on [redacted]

Accountant, [signature]

per: [signature]

ADVICE OF RECOUPMENT

GT 5059—9 V G N. BLIGHT, GOVERNMENT PRINTER

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST

A MEETING OF THE TRUSTEES WILL
BE HELD AT VAUCLUSE HOUSE ON
SUNDAY, 16th SEPTEMBER 1973 AT 9.30 a.m.

A G E N D A

1. APOLOGIES.
2. CONFIRMATION OF MINUTES.
3. MATTERS ARISING FROM MINUTES.
4. CORRESPONDENCE.
5. GENERAL BUSINESS.
6. FINANCE.

Accounts paid since the last Recoupment Summary was submitted to the Board are as detailed on Summaries 7 to 10 as tabled. These have been passed for payment and already reimbursed by the National Parks and Wildlife Service and thus formal confirmation by the Board is now requested.

R. O'Connor

R. O'CONNOR.
Acting Secretary.

MINUTES OF A MEETING HELD AT VAUCLUSE HOUSE HISTORIC SITE

ON SUNDAY, 19th AUGUST 1973, AT 9.30 a.m.

PRESENT:

MR.	H.L.YELLAND	President
"	M.FINLAY	Vice President
"	J.R.BARRETT	Treasurer
"	G.J.CROUCH	
"	K.R.DOYLE	

Apologies were received from Messrs.C.Parkes and H. Snelling.

MINUTES: The Minutes of the July Meeting were confirmed.

MATTERS ARISING FROM THE MINUTES:

The President reported that he would meet the Director of National Parks & Wildlife Service on Wednesday, 22nd August, and would take the opportunity of broaching the matter of a new policy for Nielsen Park.

The President reported that, while Mrs.Cozens wished to collect other items on loan to the House, she was happy to donate the serving dish permanently. It was resolved that a letter of thanks be sent to her.

Mr. Doyle reported that the three names of persons, suggested by the Trust as possible replacements for the retired trustees, Mr.E.Miller and Mr.G.Kiernan, had been submitted to the Minister.

The Chairman reported that the protection of the Blue Mountains Exhibition with perspex was being carried out.

CORRESPONDENCE:

The President read extracts from a letter from Mr. P.Lusher conveying Mr. Lusher's compliments to the Trust.

A letter to the President from Mr. Peter Longhurst, artist, with an offer of a set of drawings of Vaucluse House, to be sold on the basis of an agreed royalty was considered. It was agreed that the offer should be pursued and enquiries made with the Service as to the facilities for having the drawings re-produced.

The President reported that a letter from the Australian Broadcasting Commission requesting permission to film a sequence in the T.V. Series "Famous Australians" in the grounds of Vaucluse House had been received. Permission had been granted. (A further verbal enquiry from the A.B.C. for permission to film another sequence in the Constitution Room was discussed. It was agreed that permission be given with the normal safeguards as to compensation for any damage done.)

GENERAL BUSINESS:

Mr. Doyle reported that the Friends of Vaucluse House sought permission to hold a barbecue in the grounds of Vaucluse House later in the year to raise funds for the Society. The Trust agreed to grant permission in principle.

The President reported Mr.Westbrook was having difficulty in securing compliance with the by-laws and requested that they be revised. Mr. Finlay was asked to discuss the matter with Mr. Westbrook.

The President reported on the resignation of the Secretary/Manager, Mr. Gale, which took effect on 16th August. The executive had inserted advertisements in the press and 64 applications were received. A short list of eight persons was to be interviewed on 25th and 26th August.

In the meantime Mrs. R. O'Connor would take care of the office. Mr. Westbrook and Mr. Kearney would be responsible for security, and Mr. Kearney for the banking. The President reported the ready co-operation of the staff at a difficult time. The Trust endorsed the arrangements as described. It was resolved that unless a suitable person could be found to sleep in the House while it was unoccupied, Mr. Barrett be asked to engage a Security Service to visit the House each night.

SECRETARY=MANAGER'S REPORT:

It was noted that the carpentry needed to make good the damage caused by white ants had been most satisfactorily completed, and that, with the painting which was about to commence, the total cost would probably be less than $3000.00.

It was resolved that the flat be equipped with a washing-machine and dryer to be purchased out of the Special Purposes Account fund at the best available price.

(At the conclusion of the Meeting, the Trust inspected the flat and expressed satisfaction as to its condition).

FINANCE:

Accounts paid since the last recoupment summary were submitted to the Trust. These have been passed for payment.

THE MEETING CLOSED AT 10.45 a.m.

O L Jones
_____ President.

16.9.73

1015

26

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY No. 4 Park code 26

EXPENDITURE FROM ADVANCE A C OF Hawes Mustang Site

at ..... (bank and branch)

for the period ended ....., 19..

Voucher No.	Cheque No.	Claimant		Amount to be recouped $ c
23	144859/60	Salaries a/c 1/8/73		899 . 28
24	144861	Sydney County Council		165 37
25	144862	Petrol Purchases		—
26	144863/4	Salaries a/c 8/8/73		1248 15
27	144865	Noel Kirby		61 . 33
28	144866	Bondi Lawn Mower Service		6 . 20
29	144867	[illegible]		[illegible]
30	144868	Special Purposes		—
31	144869	[illegible]		[illegible]
32.	144870	Campbell Bros		37 71
33	144871	[illegible]		[illegible]
34	[illegible]	[illegible]		[illegible]
35.	[illegible]	[illegible]		[illegible]
36.	144874	F. D. Gatt		19 . 80
37	[illegible]	[illegible]		[illegible]
38	[illegible]	[illegible]		[illegible]
39	[illegible]	[illegible]		[illegible]
40	[illegible]	[illegible]		[illegible]
41	[illegible]	[illegible]		[illegible]
42	[illegible]	[illegible]		[illegible]
43	[illegible]	[illegible]		[illegible]
44	[illegible]	[illegible]		[illegible]
		TOTAL		[illegible] 2405 . 07

Vouchers totalling $ [illegible] were recouped on .....

Accountant,

per:

ADVICE OF RECOUPMENT

6T 5059—3 V C. N BLIGHT, GOVERNMENT PRINTER

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY Nc E Park code 26

EXPENDITURE FROM ADVANCE A,C OF [illegible] (bank and branch)

at [illegible]

for the period ended 9- 8-, 1973

Voucher No.	Cheque No.	Claimant		Amount to be recouped
		SPECIAL PURPOSES A/C 250/13/26/28		$ c
25	[illegible]	[illegible]		13 13
30	114868	J. H. CROCKETT		100.00
31	114869	EASTERN SUBURBS LIME AND CEMENT		10-25 ~~37 71~~
			TOTAL .. .. $	123.38 ~~150 84~~

Vouchers totalling $ 123-38 were recouped on [illegible]

Accountant, [signature]

per:

ADVICE OF RECOUPMENT

ST 5059—3 V C N BLIGHT, GOVERNMENT PRINTER

110/4 28

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 109 Park code 16

EXPENDITURE FROM ADVANCE A/C OF [illegible]

at [illegible] (bank and branch)

for the period ended [illegible], 19[illegible]

Voucher No.	Cheque No.	Claimant		Amount to be recouped
				$ c
45	144883/4	Rations c/ 15/8/73.		1028 56
46	144885	Petrol Purposes		—
47	144886	Frances Landing Cleaning		48 00
48	144887	J. T Bloom		27 50
			TOTAL	$1104.06

Vouchers totalling $ 1104.06 were recouped on [illegible]

Accountant,

per:

ADVICE OF RECOUPMENT

ST 5059–3 V C N BLIGHT, GOVERNMENT PRINTER

A/c 213

NATIONAL PARKS AND WILDLIFE SERVICE

RECOUP SUMMARY No 10 Park code ....

EXPENDITURE FROM ADVANCE A/C OF .....

at ..... (bank and branch)

for the period ended ....., 19..

Voucher No.	Cheque No.	Claimant		Amount to be recouped
				$ c

SPECIAL PURPOSES A/

250/15/26/22

Kandi Cabins Ltd. 417

TOTAL .. .. $

Vouchers totalling $ 417-00 were recouped on .....

Accountant,

per:

ADVICE OF RECOUPMENT

BT 8058-3 V. C. N. BLIGHT, GOVERNMENT PRINTER

14 SEP 1973

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY No 11 Park code ..

EXPENDITURE FROM ADVANCE A/C OF ..

at .. (bank and branch)

for the period ended 22 8 , 1975

Voucher No.	Cheque No.	Claimant		Amount to be recouped
				$ c
49	144889	Salaries of 22/8/73		734 42
50	144890	Commonwealth Industrial Gases.		11 . 96
51	144891	Fyfe's County Council		15 . 00
52	144892	Ford. Lawnmower Parts		12 55
53	144893	[illegible]		
54	144894	[illegible]		
		TOTAL	$	[illegible]

Vouchers totalling $ ..... were recouped on .....

Accountant,

per:

ADVICE OF RECOUPMENT

ET 5069—3 V. C. N. BLIGHT, GOVERNMENT PRINTER

1204 31

A/c 213

NATIONAL PARKS AND WILDLIFE SERVICE

RECOUP SUMMARY No. 12 Park code 26

EXPENDITURE FROM ADVANCE A/C OF Sundries

at Bank Bird (bank and branch)

for the period ended , 19

Voucher No.	Cheque No.	Claimant		Amount to be recouped
				$ c
		SPECIAL PURPOSES A/c 250/13/26/28		
53	144893	John Fairfax Sons Ltd display advertisement for [illegible]		108 00
54	144894	National Trust annual affiliation fee		6 30
			TOTAL .. .. $	114.30

Vouchers totalling $ 114-30 were recouped on [illegible]

Accountant,

per:

ADVICE OF RECOUPMENT

ST 3059—3 V. C. N BLIGHT, GOVERNMENT PRINTER

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST

A MEETING OF THE TRUSTEES WILL
BE HELD AT VAUCLUSE HOUSE ON
SUNDAY, 21st OCTOBER 1973 AT 9.30a.m.

A G E N D A

1. APOLOGIES FOR ABSENCE.
2. CONFIRMATION OF MINUTES OF MEETING HELD 16.9.73.
3. MATTERS ARISING FROM MINUTES.
4. CORRESPONDENCE.
5. GENERAL BUSINESS.
6. SECRETARY/MANAGER'S REPORT WILL BE AVAILABLE AT THE MEETING.
7. FINANCE

Accounts paid since the last Recoupment Summary was submitted to the Board are as detailed on Summaries as tabled. These have been passed by the National Parks and Wildlife Service and thus formal confirmation by the Board is now requested.

A. E. HOBSON

Secretary/Manager.

MINUTES OF A MEETING HELD AT VAUCLUSE HOUSE
HISTORIC SITE ON SUNDAY, 15th SEPTEMBER, 1973 at 9.30 a.m.

PRESENT:

MR.H.L.YELLAND	President (in the Chair)
MR.J.R.BARRETT	Treasurer
MR.G.J.CROUCH	
DR.C.PARKES	Counsellor.

APOLOGIES FOR ABSENCE:

Received from:

Messrs. Doyle, Finlay and Snelling.

The President expressed disappointment at the small attendance particularly in view of the importance of some of the business to be discussed. Nevertheless with only three Trustees present it was decided to discharge all items on Agenda.

The President reported on the appointment of the new Secretary/Manager after interviews by the executive of eight applicants on a short list. The Trust confirmed the appointment of A.E.Hobson as Secretary/Manager.

MINUTES: The Minutes of the August Meeting were confirmed.

MATTERS ARISING FROM PREVIOUS MINUTES:

The President reported that he had met the Director of the National Parks and Wildlife Service who would be interested to discuss with the Trust any documented proposals for re-organising the administration of Nielsen Park.

On the question of security at Vaucluse House, the Director had agreed to ask one of his officers to sleep in the flat pending the appointment of a new Secretary/Manager, with payment at the rate of $3.00 per night.

The President also reported that due to the good offices of Mr. Barrett a washing machine and dryer had been purchased for the flat at a total cost of $290.00.

The matters of the Longhurst drawings and of Mr. Finlay's enquiry into the by-laws were deferred until a later meeting.

CORRESPONDENCE:

A letter from the Minister of Lands to Mr. Doyle, M.L.A., informing him that consideration was being given to filling vacancies on the Trust was noted.

A letter from the Bondi Amateur Swimming Club requesting the use of Nielsen Park for their Annual Royal Life Saving Carnival on Sunday 20th January 1974 and tentatively again on or about the 31st March 1974 was noted. The Trust agreed to their requests and instructed the Secretary/Manager to advise the Club of their approval.

A request from the President of the Wollahra Senior Citizens Welfare Association to hold a function in the grounds of

Vaucluse House was considered and rejected on the grounds that the only functions permitted on the site were those which directly raised money for the Trust. The Secretary/Manager was instructed to advise the Association accordingly.

A letter from the Director,the National Parks and Wildlife Service, regarding the transfer of H.Westbrook to quarters in Greycliffe House was noted and the move agreed to by the Trust. In view of this transfer and his new duties and obligations the question of the future employment of Westbrook by the Trust will be discussed at a future meeting with the Director of the National Parks and Wildlife Service.

A letter from the Department of Public Works re fencing between Strickland Hospital and Nielsen Park was received and it was agreed that this whole matter should be referred to the Service on the grounds that the Trust had no funds to meet the cost indicated by the Department of Works and in any event would only be responsible for the cost of not more than half of the cheapest suitable fencing, not necessarily that as specified by the Department of Works.

A letter from Mr.A.E.Hobson entering on duty as Secretary/Manager was received by the Trust and the President undertook to advise the Director of the National Parks and Wildlife Service accordingly.

GENERAL BUSINESS:

The President recorded:-

A Bill for $1013.00 less 20% had been presented for the supply of a Slasher for Nielsen Park. On enquiry it was discovered that Westbrook had arranged for acquisition of this machine and that the service was responsible for the purchase. Accordingly the account was to be forwarded to the Service for payment.

Kearney has requested assistance for disposal of garden refuse which has accumulated. Mr.Crouch offered to ask Wollahra Council for the use of its chipper.

Westbrook's transfer to Greycliffe House makes his previous cottage available for Kearney. The Trust agreed to give Kearney occupancy of this cottage after inspection and renovations had been carried out and would also purchase a suitable stove to be installed in the property.

The Secretary/Manager reported that premiums on various Insurances had expired in June 1973. He had been instructed by the President to telephone for cover and the premiums were to be paid forthwith.

In August the House was visited and inspected by the Premier of South Australia, Mr.D.Dunstan, who congratulated the Trust on the upkeep of the House.

Mr.Crouch again raised the possibility of employing for labouring duties, at casual rates of pay, during the long vacation, students from the Hawkesbury Agricultural College. It was resolved that the Secretary/Manager be asked to write to the Principal of the College to enquire if they would be available and under what conditions.

SECRETARY/MANAGER'S AND FINANCIAL STATEMENT:

In view of the fact that the new Secretary/Manager had only been in office for two days at the time of this meeting no Report and Financial Statement was available.

OTHER BUSINESS:

As there was no other business to discuss, the Chairman declared the Meeting closed at 11.00 a.m.

Chairman

Secretary/Manager.

21.10.73

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST

R E P O R T

FROM: Secretary/Manager TO: The Trustees

Gentlemen,

As no written report has been presented since July 1973, the writer considered that his initial report should not be tied to any specific month, thus enabling him to cover certain matters arising prior to him commencing his duties on the 13th. September 1973 which do not appear to have been reported in writing, although certain verbal reports may have been made to the Executive.

During the past four weeks, the writer has attempted to familiarise himself with as many aspects of his duties as possible whilst at the same time dealing with routine administrative matters. There is still much to learn and I hope the Trustees will bear this in mind when reading this report and forgive any ommissions. Over the next few months it is hoped to evolve a standard system of reporting so that each item will appear in the same place in every report thus making for easy reference to the information given.

STAFF

All members of Staff have proved to be most co-operative and in general I consider the Trust is fortunate to have employees of such a high calibre. In particular, I owe a deep debt of gratitude to Mrs. Rona O'Connor, who, in the absence of the previous Secretary/Manager to hand over to me, has been and continues to be a real tower of strength. The little I have managed to achieve would have been impossible without her wholehearted assistance. Prior to the closure of the Board Meeting of the 21st. October 1973, I hope the Trustees will permit me to have an "off the record" discussion with them about her position.

VAUCLUSE HOUSE

I consider that my prime responsibility is the security of the house and its contents. At the present time this is not as good as it could be and I am taking steps to improve the situation. Firstly the Burglar Alarm System is unreliable and since taking office there have been seventeen false alarms which are somewhat wearing on the nerves. The Hodgson & Lee Technician who installed the system has been unable to locate the source of the trouble and after a number of futile visits I told the suppliers I wanted to see their top men and not to send this technician again. Their Manager and Chief Engineer will be calling on Friday, the 19th. October; a verbal report of my discussions with them will be given at the Board Meeting if the Trustees desire it.

Secondly, a number of windows in the House are minus "catches". New ones have been acquired and will be fitted.

Thirdly, a fresh infestation of "borers" has been located in the Crockery Cabinet in the Kitchen plus "silverfish" in the Secretary/Manager's Flat. Treatment has been carried out by Rentokil.

Painting of new woodwork has been satisfactorily completed plus an area of wall below the Main Staircase.

VAUCLUSE PARK, STABLES AND COTTAGE

On my first tour of inspection, I was concerned about the huge pile of rubbish and garden refuse which had accumulated in the lower Western Paddock. After discussion with the Executive and through an introduction from Mr. Crouch we were able to engage the services of the Woollahra Council's "Chipper" on Saturday, the 29th. September which produced a large quantity of useful wood chips for spreading on flower beds, the value of which virtually off-set the cost of hiring the machine. The soft material which is not suitable for chipping is being disposed of in a hollow area in the Beach Paddock.

The Beach has also been cleaned by our staff, but to give this

over..



the constant attention it really needs, because of the continual deposit of flotsam from the Harbour, is beyond the capabilities of our present grounds staff. The writer is exploring the possibility of obtaining assistance for this purpose from local Scout Troops.

I understand that we are a man short on the gardening staff and a suitable advert. has been placed in the Wentworth Courier in order to fill this vacancy.

As per instructions given to me on the 25th. September by the Executive I arranged for the Gardner's Cottage recently vacated by Westbrook to be examined by members of the Civil Engineering Section of the National Parks and Wildlife Service. After much pressuring, I at last got them here on the 11th. October and with the approval of the President invited Dr. Cobden Parkes to be present at the inspection. It is hoped that their report will be to hand in the near future.

In compliance with the President's request I have been in contact with the Principal of the Hawkesbury Agricultural College offering long vacation employment to a few Students on Kearney's Staff. To date no definite acceptance has been received.

The fence to the West of the culvert on the Beach Paddock which was damaged by a Woollahra Council truck has been repaired in accordance with instructions given by the Executive. We are bearing this expense.

The two family coaches on display in the Coach-house have been measured by Staff from The Old Sydney Town Project which is being erected near Gosford. The intention is to build reproductions to be used on the site and Mr Fox, the Director has promised that when the project opens to the Public next year, publicity will be given to the fact that the originals can be seen in Vaucluse Park.

I have not yet been able to make arrangements for the removal of the derelict vehicle dumped some two or three months ago over the Western Boundary of the Park, but hope to effect disposal in the near future.

NIELSEN PARK

The shark-netted swimming area and changing sheds were opened to the public on Saturday, 29th. September 1973. The Sunday was a fine and warm day attracting a large crowd of visitors and receipts were good. Since that time inclement weather has resulted in poor returns.

On the 11th. October, after examination of the Gardener's Cottage at Vaucluse Park the Engineers accompanied by Dr. Parkes and the writer inspected the old Ranger's Cottage at Nielsen Park. A report has been requested, but is still not to hand. The Engineers then went on to inspect Greycliffe House. Dr. Parkes and the writer could see no point in accompanying them on this part of the inspection.

With Executive approval 100,000 new 20¢ tickets were obtained to replace the old 15¢ tickets as towards the end of last season a number of people using the beach facilities had objected to paying 20¢ and being given a 15¢ ticket. I would appreciate the guidance of the Trustees on what should be done with a considerable accumulation of obsolete tickets occupying space in cupboards which could be put to better use. Some of them are in the old currency which became obsolete in 1966.

GENERAL ADMINISTRATION

Insurances

In accordance with Executive instructions all overdue premiums have now been paid. A brief study of Insurances seems to indicate that some rationalisation is required; a detailed study will be made as soon as possible in accordance with a request made by the Vice-President to the previous Secretary/Manager some months ago.

Liaison with National Parks and Wildlife Service.

In order to familiarise myself with the requirements of the Service as quickly as possible I have made regular weekly visits since taking office to their Headquarters. I have had useful discussions with Mr. Johnstone, the Director and all his senior officers and believe that a good working relationship has been established. The frequency of these visits has been particularly useful in getting recoupments through quickly during the recent

over...

postal difficulties. It is not my intention to continue these visits each week, but to visit them as and when deemed necessary in the future.

Office System

A good basic system had been established by my predecessor which I am sure he would have developed had he remained as Secretary/Manager. The filing system however leaves much to be desired as I find it almost impossible to trace past correspondence on a given subject. It is my intention tointroduce an easy reference system as soon as possible. Also there is no proper stock control system or order control system. A start has been made on the latter and the former will be started for the sale of the booklet on the life of W.C. Wentworth with existing lines being included as and when a stock-taking can be effected.

Workers Compensation

It was found that claims dating back to January 1973 had not been processed and Mr. Gale had taken all the information with him to Queensland and filled in the required forms returning them to the Office together with a suggested draft of a letter which gallantly laid the responsibility squarely on his own shoulders. After toning down his draft a little a suitable letter was submitted with the claim forms and I hope this matter will be settled in the near future. All claims except one submitted early this month have now been processed.

FINANCIAL REPORT

Admissions to Vaucluse House

Ticket Values	August	September
50¢	4565	4365
30¢	110	157
20¢	1268	1097
10¢	1225	1225
Total value	$2707.40	$2571.50
Coach Tours	$ 500.20	$ 762.70
Accumulated Total Value	$3207.60	$3334.20

The Airlines strike and other industrial unrest adversely affected receipts during September, these being $126.60 below the August figures. The September increase in coach tour receipts is only due to Ansett-Pioneer catching up on their accounts and forwarding cheques for both their August and September accounts.

Revenue

Total admission figures for August and September plus income from rents, sales etc. resulted in revenue for the two months of $8190.70 of which $4583.60 was general revenue due to N.P. & W.S. and $3607.10 was a credit to the Special Purposes Account.

Expenditure

For the first three months of the fiscal year expenditure is within the limits(25%) of total budget for last year. This is the only yardstick available at the present time as our budget allocation for the current year has not been promulgated. We will not get what was asked for, as the N.P. & W.S. has had its total budget estimates cut by $600,000.00. However, Mr. John Eagleton has indicated to the writer that we will probably get $7000.00 more than last year. He anticipates being able to advise the exact amount before the end of the current month.

over...

Special Purposes Account

STATEMENT OF REVENUE & EXPENDITURE

AUGUST

	ITEM	DR.	CR.
	Balance brought forward at 1.8.73		7421.08
TO	Mrs. G. Kiernan for Bedspread Material	13.13	
	J.H. Crockett, Cedar for fanlight	100.00	
	Eastern Suburbs L & S for sundries	10.25	
	G.H. Friend-Kiosk Roof Repairs	417.00	
	John Fairfax for Advert.	108.00	
	National Trust affiliation fee	6.30	
BY	Revenue, admissions & sales Aug.		1861.50
TO	Balance carried forward at 31.8.73	8627.90	
		$ 9282.58	$ 9282.58

SEPTEMBER

	ITEM	DR.	CR.
	Balance brought forward at 1.9.73		9282.58
TO	Assoc. Auctioneers for Washing Machine & Clothes Dryer	290.00	
BY	Revenue, admissions & sales Sept..		1745.60
TO	Balance carried forward at 30.9.73	10738.18	
		$ 11028.18	$ 11028.18

OUTSTANDING SPECIAL PURPOSE ACCOUNTS
CLEARED & PAID IN OCTOBER

Oxford University Press, Wentworth Booklet	762.20
Australian Tel. Publications for advert.	144.00
BKS Displays, Perspex Covers for Blue Mountains Display	246.00
	$ 1142.20

Therefore Funds available in S.P. Account at 16.10.73 are $ 9595.98

There are no further S.P. Account Items outstanding at the present time.

Please accept my apologies for the typing of this report. I have compiled it and typed it myself after hours as there has just not been sufficient time during office hours.

A.E. Hobson.
Secretary/Manager
16th. October 1973

149/3

39

29 SEP. 1973

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 1 / 3 Park code ...

EXPENDITURE FROM ADVANCE A/C OF Lawcliffe Board of the ...

at Rural Bank ... (bank and branch)

for the period ended ... , 19 7.

Voucher No.	Cheque No.	Claimant		Amount to be recouped $	c
55	144895/6	Salaries of 29/8/73		970	71
56	144898	H. E. C. Elliott Auctioneer		39	00
57	144899	D. P. Horgan Electrician		10	95
58	144900	Evans Lindsay Co Ltd.		80	00
59	144901	CHEQUE CANCELLED			
60	144902	Petty Cash		39	55
61	144903/4	Salaries of 5/9/73		1041	71
62			County Council	176	13
[illegible]			Tutua	143	00
65	144907	Commissioner of Pay Roll Tax		109	65

TOTAL $2610.70

Vouchers totalling $2610-70 were recouped on ...

Accountant,

per: ...

ADVICE OF RECOUPMENT

ST 8059—9 V. C. N. BLIGHT, GOVERNMENT PRINTER

1350/3

40

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

17 OCT 1973

RECOUP SUMMARY 14 Park code 26

EXPENDITURE FROM ADVANCE A C OF [illegible]

at [illegible] (bank and branch)

for the period ended 14th October, 1973

Voucher No.	Cheque No.	Claimant		Amount to be recouped $ c
66	144908/11	Edmonds & Co 12/9/73		10.41
67	144910	T Elliott - Expenses		20.50
68	144911	J Hill Reimbursed by Hill		4.00
69	144912	Rebecca (Cook) Hill		1.00
70	144913	Income Tax Deducted by Hill		8.00
71	144914	Jan Mahood		63.00
72	144915			
73	144916			
		£3.3.0		107.91

TOTAL .. .. $ [illegible]

Vouchers totalling $ 2174.14 were recouped on [illegible]

Accountant,

per

ADVICE OF RECOUPMENT

ST 5059–3 V C N BLIGHT GOVERNMENT PRINTER

180/2

17 OCT 1973

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 15 Park code 26

EXPENDITURE FROM ADVANCE A/C OF [illegible]

at [illegible] (bank and branch)

for the period ended [illegible], 19[illegible]

Voucher No.	Cheque No.	Claimant		Amount to be recouped
				$ c
		Imprest Account		
		250/13/26/28		
72.	144915	G.E. Automatic Potable Washing Machine		175.00
		G.E. Clothes Dryer		115.00
		Supplies Essential Medicines Expenditure		
		TOTAL .. .. $		290-00

Vouchers totalling $ 290 00 were recouped on [illegible]

Accountant [illegible]

per: [illegible]

ADVICE OF RECOUPMENT

ST 5059—3 V. C. N. BLIGHT, GOVERNMENT PRINTER

12 OCT 1973

171/3

42

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 16 Park code 26

EXPENDITURE FROM ADVANCE A C OF [illegible] Nat. Park

at Lunar Park Woonona Junction (bank and branch)

for the period ended 19-9-73

Voucher No.	Cheque No.	Claimant		Amount to be recouped $ c
74	144917	Lynch Distributors Ltd.		21 · 80
75	144918	[illegible]		13 · 52
76	144919	[illegible]		17 · 52
77	144920	Farmer Shoddleton Ltd.		51 · 49
78	144921	Stuart Drewe Company		24 · 00
79	144922	[illegible]		27 · 00
80	144923	[illegible]		6 · 52
81	144924	[illegible]		41 · 20
81	144924	Town Hall		[illegible]
82	144925	P M G. Dept. (Telephone)		108 · 99.
83	144926	[illegible]		23 · 21
84	144927	[illegible]		[illegible]
85	144928	[illegible]		[illegible]
86	144929/0	Refunds of 19/9/73		1209 · 16

TOTAL .. .. $2102 · 81

Vouchers totalling $ 2102-81 were recouped on [illegible]

A E. HOBSON

Accountant,

per:

ADVICE OF RECOUPMENT

BT 5050—3 V. C. N. BLIGHT, GOVERNMENT PRINTER

VAUCLUSE HOUSE / NIELSEN PARK HISTORIC SITE TRUST

A MEETING OF THE TRUSTEES WILL BE HELD AT VAUCLUSE HOUSE ON SUNDAY, 18th NOVEMBER 1973 AT 9.30 a.m.

A G E N D A

1. Apologies for absence.
2. Confirmation of Minutes of Meeting held 21/10/73.
3. Matters arising from Minutes.
4. Correspondence.
5. General Business.
6. Secretary/Manager's Report.
7. Report from Ranger - Nielsen Park re disturbances.
   (copies will be available at the meeting)
8. Finance.
   Accounts paid since the last Recoupment Summary was submitted to the Board are as detailed on Summaries as tabled. These have been passed by the National Parks and Wildlife Service and thus formal confirmation by the Board is now requested.
9. Any other business.

A.E.HOBSON.

Secretary/Manager.

MINUTES OF MEETING HELD AT VAUCLUSE HOUSE HISTORIC SITE ON SUNDAY, 21st OCTOBER 1973, AT 9.30 a.m.

PRESENT:	Mr. H.L.Yelland	President (in the chair)
	Mr. M.D.Finlay	Vice President.
	Mr. J.R.Barrett	Treasurer
	Mr. G.J.Crouch	
	Mr. H.A.Pierce	
	Mr. H.A.Snelling	Counsellor
	Dr. C. Parkes	"
IN ATTENDANCE:	Mr. A.E.Hobson	Secretary/Manager.

MINUTES: The Minutes of the previous meeting were confirmed.

APOLOGIES: Mr. K.R.Doyle.

MATTERS ARISING FROM PREVIOUS MINUTES:

(a) GARDEN REFUSE DISPOSAL The Secretary/Manager reported that the large accumulation of garden refuse had been disposed of by using the "Chipper" hired from the Woollahra Council. It was agreed that the President should write a letter of thanks to Mr.Tinnion who placed this machine at our disposal.

(b) INSURANCES The Secretary/Manager reported that all Insurance Premiums had now been paid.

(c) EMPLOYMENT OF STUDENTS If no firm acceptance was received in the near future from any students of the Hawkesbury Agricultural College of the offer of employment as gardener's labourers during the summer vacation, it was suggested that an approach be made to the Headmaster of Vaucluse High and other local schools and University Employment Agencies.

CORRESPONDENCE:

(a) A letter and cheque for $1700.00 from "The Friends of Vaucluse House" was tabled. It was agreed that the money should be used to liquidate part of the debt to the Minister of Lands.

(b) A letter and cheque from Mr. and Mrs. Frank Asseya who were married in the grounds during the month was noted. As the cheque was made out to the Museum Fund it was to be forwarded to Mr. Cramer Roberts suggesting that he give Membership of the Friends to Mr. and Mrs. Asseya.

(c) A letter from Allison Opal Rooms offering Publicity for Vaucluse House in an advertising brochure was considered and rejected as acceptance would have involved the Trust in distributing these brochures to the visitors to the House.

(d) All other correspondence received was routine and had been dealt with by either the Executive or the Secretariat.

GENERAL BUSINESS:

(a) WENTWORTH BOOKLET After some discussion it was agreed that the booklet on the life of William Charles Wentworth should be put on sale forthwith at a price of 60 cents.

(b) LONGHURST DRAWINGS: The Secretary/Manager advised that he had reached agreement with the artist, Mr.Peter Longhurst, regarding the royalty to be paid on his drawings (10% of selling price) and sought Trustees' permission to instruct Mr. Longhurst to complete the series and submit the full set for approval at the Meeting to be held on Sunday, 18th November 1973. The National Parks and Wildlife Service had confirmed that they will arrange for reproduction of the originals when ready. Board approval to proceed was given.

(c) "FRIENDS" BARBECUE The President advised that the celebration Ox-Roasting and barbecue arranged by the "Friends of Vaucluse House" would take place on Saturday, 1st December 1973, between 6.00 and 10.00 p.m. Charges would be $8.00 per head for Adults and $4.00 for [redacted] and students. The Secretary/Manager undertook to arrange for illuminations of the ox-roasting area and the path between the House and the Kiosk. The House would be open during the evening under the surveillance of the household staff. The East car-park (entrance Olola Avenue) adjacent to the House would be reserved for Trustees and Officials of the "Friends". The main public car-park in the Western paddock (entrance Wentworth Road) would be for guests. Westbrook will be on the gate in Wentworth Road and Kearney on the Olola Avenue entrance. It is proposed to close the gates at 6.30 p.m. and re-open them at 9.45 p.m. to guard against possible "gate-crashers". Gardening staff will provide decorations (greenery etc.) for the Kiosk and will assist on Saturday afternoon with setting up of tables etc. if required. Usual overtime rates for staff will apply.

(d) ENTERTAINING - WOOLLAHRA COUNCIL The Trustees unanimously approved a suggestion from Mr Crouch [redacted] that they should entertain the Mayor, Aldermen and Senior Officials of the Woollahra Council. The date was fixed for Tuesday, 20th November at 6.00 p.m. The President undertook to issue the invitations and Mr. Crouch to make arrangements for the refreshments.

(e) BLUE MOUNTAINS EXHIBITION A discussion took place regarding the Blue Mountains Exhibit. The Secretary/Manager reported that in his opinion it was unsuitable at the present time for opening to the public due to certain sharp projections in the Frames being at eye-level. He was authorised to take whatever steps he deemed necessary to make it safe and then to open it experimentally at week-ends.

(f) ASSISTANT SECRETARY Because of the diversity of the work carried out so ably by Mrs.Rona O'Connor, the Secretary/Manager has sought the Trust's approval to up-grade her position and increase her salary. The Secretary/Manager was authorised to open negotiations with the National Parks and Wildlife Service.

(g) BANK ACCOUNTS The Trustees endorsed the permission already given by the Executive to the Secretary/Manager to make the necessary arrangements with the National Parks and Wildlife Service for the transfer of the Banking Accounts from the Rural Bank, Bondi Junction Branch to the Bank of New South Wales, Vaucluse Branch. When effected this would save a great deal of time and would enable us to comply with the necessary requirements that all sums over and above $50.00 be banked daily.

SECRETARY/MANAGER'S REPORT This was read and approved.

OTHER BUSINESS As there was no further business to discuss the Chairman declared the meeting closed at 10.40 a.m.

Signed as a true record.

Chairman.

15.11.73

Secretary/Manager.

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST

REPORT - OCTOBER 1973

FROM: Secretary/Manager TO: The Trustees

Gentlemen,

As my first report to the Trust dated the 16th. October covered matters arising up to that date, no repition will be made in this current report unless there are further developments to report.

STAFF

Mr. & Mrs. J. Kearney, with the writer's approval took a fortnight's leave commencing on the 27th. October.

Kennedy, the House Attendant also took a fortnight's leave with the writer's approval for the same period.

In order to assist in recovering from the strain of her position as Acting Secretary prior to the appointment of the writer, Mrs. R. O'Connor is currently taking five days of her leave in single days.

As the result of an advert. in the Wentworth Courier we have been successful in filling the vacant position on the gardening staff. The name of the new man is Thomas Merritt Knowles, a citizen of the U.S.A. permanently domiciled in Australia with three years previous experience in the National Parks of his own country.

What I believe was known in my predeeessors time as the Kearney/ Westbrook Wages Debacle has now been sorted out, mainly by Mrs. R. O'Connor, with a little assistance from the writer and all back pay from 1971 has been made good.

As per standing instructions from the President the pay of the labouring staff in both Parks has been brought into line with that paid by Woollahra Council and back-dated where required.

The writer's attention has been drawn to the fact that the State Awards for Clerical Staff were upgraded as from the 24th. August 1973 and he seeks Board approval to pay the new rates in the appropriate grades to Clerical Staff at Vaucluse House, back-dating Clerical Assistants to the above mentioned date and himself to date of taking up his appointment, 13th. September 1973. This will not affect his negotiations with the Service for the up-grading of Mrs. R. O'Connor's position.

VAUCLUSE HOUSE

Security- The burglar alarm system is now satisfactory, after almost three hours work on it by the Chief Engineer of Hodgson & Lee.

Exhibits- Mrs. Alan Weeks has collected her display of Wentworth pieces from the cabinet in the Drawing Room. After cleaning of the cabinet a suitable selection from the China Room will be used as replacements.

Drainage Recent heavy rains brought to light a number of blockages in gutters, fall pipes and surface drains. These have been cleared.

Contract cleaning A cleaning schedule is being compiled by the writer so that nothing will get missed. As a start all windows have been cleaned inside and outside, chandaliers and all other light fittings are being cleaned and will be done on a regular basis in the future. All work is being closely cost controlled. Neglected areas such as the scullery, pantry and dairy are being brought into the schedule.

VAUCLUSE PARK, STABLES AND COTTAGE

Trees Without warning an apparently healthy 70 ft. tree fell across the upper reaches of Laura Walk. The interior of the bole was completely destroyed by white ants. Our own gardening staff lopped off all branches and the trunk which was too big for them to handle was disposed of by the Operations Division of the N.P. & W.S., free of charge.

Fire In the late afternoon of the 22nd. October a fire occured in

over.....

48

a clump of bamboo in the Beach Paddock, apparently lit by some unidentified boy. The fire brigade was called, but in the meantime prompt action by some local girls using water from the culvert helped to confine the outbreak until the brigade arrived and rendered the area safe. If it had not been for the girls' action we could have had a serious fire on our hands.

Public Toilets A complete blockage in the drains occured. Kearney and his staff dug down and found the pipes completely crushed and obstructed by tree and plant roots. Pipeing was made good by the Plumbing Division of Hodgson & Lee as the drainer used previously was not available.

Bridges over Culvert The writer found that the handrails on three bridges were in a dangerous condition. Temporary measures have been taken to render them safe pending renewal.

NIELSEN PARK

Ranger's Cottage - Temporary repairs have been carried out to the fence around the cottage to prevent it falling down. The work was kept to the absolute minimum required in view of current discussions regarding the future of this building.

GARDENER'S COTTAGE-VAUCLUSE PARK

A non-commital report on this property was received from the Civil Engineer's Department of the N.P. & W.S.. In view of this the cottage was re-examined by the Executive with Dr. Cobden Parkes present and it was decided to consider the feasibility of lining the walls with a decorative hard-board. Dr. Parkes has undertaken to prepare a plan so that comparable tenders can be obtained. Meanwhile the Secretary/ Manager was instructed to get faulty gutterings and down pipes repaired or renewed.

SPECIAL VISITS.

On the 29th. October the House was inspected by a party of British M.P!s. As per instructions from the Executive they were met and conducted round the House by the writer and afterwards entertained in the Boardroom. They had intended to stay for half-an-hour, but finally stayed an extra hour as they were so interested in the House and in W.C. Wentworth. They had never appreciated his importance in the early days of New South Wales until this visit. They were all given Complimentary copies of the Guide Book, History of Vaucluse House and the new booklet on W.C. Wentworth. They asked me to congratulate the Trust on all aspects of the House and said when they returned to England they would start educating their fellow parliamentarians about Wentworth's contribution to Constitutional Government.

Special arrangements were made on the 30th. October for two parties of students, 50 at 9.0a.m. and 50 at 7.0.p.m. from the University of New South Wales to visit the House for leetures of two hours duration by Mr. Stanley Lipscombe, Leeturer and his Tutor, Mrs. Steven Angyal. Mrs. O'Connor and Mrs. Hobson received the evening party and were particularly impressed by the fact that the young gentlemen turned up in smart suits and the young ladies in long dresses. On both occasions the behaviour of the students was exemplary.

LEGAL

With reference to an enquiry made before the writer took office, a telephone call has been received from the Solicitor-General's Department indicating that as far as their investigations to date are concerned, the Trust is under no legal obligation to provide for lifesavers in Shark Bay. When the investigations are complete an official letter will be sent to the Trust.

AUDITORS

An audit is now being carried out and the auditors are being most helpful to the writer. A report on their findings will be given to the Trust in my next report.

FINANCIAL REPORT

Due to the presence of the Auditors since the beginning of November it has not been possible to complete the Financial Report for October. It will, however, be available at the Meeting on 18th. November 1973.

A.E. Hobson.
Secretary/Manager.
8.11.73

FINANCIAL REPORT - OCTOBER 1973

Admissions to Vaucluse House

Ticket Values	Numbers	Value
50¢	3648	
30¢	177	
20¢	672	
10¢	1373	
	5870	$ 2148.80
Coach Tours		$ 818.20
TOTAL		$ 2967.00

Admissions to Nielsen Park (from opening Sept. 29th)

Ticket Values	Numbers	Value
20¢	2760	
5¢	2818	
	5578	$ 692.90
Add Revenue Sept. 29th/30th		$ 256.60
Season Tickets		$ 889.00
Car Parking		$ 94.40
Miscellaneous		$ 86.23
		$2019.13

Revenue

Industrial unrest in the first part of the month coupled with much inclement weather affected revenue at both Nielsen Park and Vaucluse House, nevertheless total income from admissions, rents, sales etc., was $ 5473.73 of which general revenue due to N.P. & W.S. was $ 3746.43 and $ 1727.30 was a credit to the Special Purposes Account.

Expenditure

The accounts are still operating within budget for the first four months of the current fiscal year(less than 33 1/3% of 1972/73 budget). The allocation for the current year is still not to hand from the N.P. & W.S..

Special Purposes Account

STATEMENT OF REVENUE & EXPENDITURE

	Item	DR.	CR.
Balance brought forward at 1.10.73			10738.18
TO	Oxford Univ. Press, Wentworth Booklet	762.20	
	Aust. Tel. Publications for advert.	144.00	
	BKS Displays for perspex in B.M. Exhib.	246.00	
BY	Revenue, admissions and sales		1727.30
TO	Balance carried forward at 31.10.73	11313.28	
		$ 12465.48	$ 12465.48

OUTSTANDING SPECIAL PURPOSES ACCOUNTS
CLEARED & PAID IN NOVEMBER

John Dewar Pty. Ltd., for Spirits...$107.10
Household Supplies for soft drinks..$ 14.44

$121.54

Therefore funds available at 15.11.73 in S.P. Account are $ 11191.74

Secretary/Manager.

R E P O R T

FROM: Ranger-in-Charge, Nielsen Park. Dated: 30.10.73

I wish to report that in recent weeks I have had considerable trouble from groups, of mostly young people, who are drinking to excess and then resent being spoken to re. leaving cans, bottles and rubbish lying about, dogs running loose, excessive noise, playing football etc..

One of these groups, comprising about forty persons, have been using the Bottle and Glass Area for the last four Sundays, and I have found it necessary to speak to them on a number of occasions for the above reasons plus others. They bring a portable record player and two loudspeakers with them which they have going all day; at times it can be heard in the main part of the park. I make them turn it down, or off, and next thing it is going again. On Sunday, 28th. October 1973 I spoke to them on several occasions, and at 6.0 p.m. I went to the area as the noise could be heard all over the park, and even to Coolong Road. When I spoke to them I was subjected to al lot of abuse and arguement, one person in particular called me all sorts of filthy names and I was threatened that I would be "done over".

I then called the Police and after about three-quarters of an hour two officers arrived(about 7.0.p.m.). By this time some of them had left including the person who had done most of the abusing, he again threatened me as he drove away, in front of my wife and two other people. I obtained the number of his car and now have a name and address of the registered owner, and intend to take further action.

I accompanied the Police to the area and after a lot of arguement the Police asked me what time they had to be out of the park. I told them 12.00 midnight. They then said there was not a lot they could do, and as far as them being under the "influence" was concerned, it would be hard to say who was and who wasn't. This group stated to the Police that if I had kept away from them and let them please themselves there would be no trouble.

They left two forty gallon drums full of empty cans, wine bottles etc., also the nearest tree or rock is far enough, as far as toilet facilities are concerned.

I think the barbeques are an attraction to these groups and that eventually all we will have in the park will be these noisy, half-drunken people, as several people have expressed their fear of them.

In recent weeks, too, I have had trouble with large organised groups who arrive by ferry; these groups have usually been drinking before they arrive and then want to play football and run races etc., and then argue and become abusive when stopped.

As By-Law 34 states that passengers cannot be landed without permission of the Trustees and as these Ferry Companies are few in number, it may be possible to inform them of this By-Law, seeing that it is policy not to encourage organised groups.

In conclusion, I would like to state that I do not imply that the situation is becoming beyond my control, but I would be pleased if a discussion re. By-Laws etc., may bring forward some ideas that may eliminate or alleviate the problems outlined in this report.

H. Westbrook.

Recommendations by Secretary/ Manager

1. Review and strengthen By-Laws.
2. Close Nielsen Park at 6.0 p.m. in Winter and 8.30 p.m. in Summer.
3. Close wharf completely with barbed wire entanglement in landing areas(the Army may be only to happy to assist).
4. Provide Ranger-in-Charge with a Police trained Alsatian guard dog.
5. Request permanent police officer on site at week-ends in Summer but particularly at closing time.
6. Ban all radios, record-players and musical instruments from the park. It is intended for quiet enjoyment of the majority of the people, not the lunatic fringe.

REPORT

14/11/73.

FROM: RANGER --- NIELSEN PARK.

I wish to point out the inadequacies or total lack of by-laws required to control contingencies which arise from time to time at Nielsen Park and at times at Vaucluse Park. For instance, there is no by-law re removal of stone, soil etc. or no by-law against depositing same.

There are no by -laws covering charging for summer houses, tables and toilets, or covering refusal of payment of such charges which often arises. Whilst by-law 12A covers cutting of flowers, shrubs, trees etc. it does not cover persons having them in their posession, if they say they did not cut them.

The fire regulation is very inadequate, as I have had pointed out to me in some cases that have been taken to court, in so far as, if the person using the fire says he did not light it, nothing can be done about it.

There is nothing to require anyoneto give their name and address if suspected of, or if caught, breaching the by-laws, or nothing to cover giving incorrect name and address.

The legal closing time of 12 mid-night for Nielsen Park leaves openings for all sorts of problems.

I list the following by-laws which I think if revised and altered to conform with the appropriate National Parks Service regulation would greatly assist in the control of the parks.

By-Law 12A to include "to have in possession for removal or otherwise".

" 15 to conform with Reg. 3 (f) (ii) to retain re races, games etc.

" 16 to cover dumping of household garden rubbish in park bins.

" 17 to conform with service fire regulations and to include banning of fires after 6 p.m.

" 18 to include "re persons of bad character" as per Reg.7.

" 20 to include prohibiting dogs off all beach areas leashed or otherwise and also persons allowing dogs to stray in the parks.

Reg.2(iii) (u) re obstruct, threaten etc. in place of by-law 36.

" 10 re charges tables etc.

" 3 (d) (i) re soil etc.

" 3 (d) (ii) re removal - plants etc.

" 3 (m) re organised groups etc. as also Reg.16 (in part).

" 17 (a) re name and address etc.

" 17 (c) failure to pay charges etc.

" 2 (d) re breaking glass etc.

" 3 (g) re commercial photography. Maximum penalty to be raised to $200.

I hope I will not be considered presumptuous in this matter, but would like to bring the subject to the notice of the Trustees as they may not have occasion to consider it otherwise.

1801/1 52

A/c 213

NATIONAL PARKS AND WILDLIFE SERVICE

17 OCT 1973

RECOUP SUMMARY 17 Park code 26

EXPENDITURE FROM ADVANCE A/C OF [illegible]

at [illegible] (bank and branch)

for the period ended 4th October, 1973

Voucher No.	Cheque No.	Claimant		Amount to be recouped $ c
87	1+1+931/2	[illegible]		10 [illegible] 00
88	1+1+933	[illegible]		[illegible] 26
89	1+1+934	[illegible]		[illegible] 00
90	1+1+935	[illegible]		[illegible]
91	1+1+936	[illegible]		1 [illegible] 75
92	1+1+937/3	[illegible]	14/10/73	1 [illegible] 91
93	1+1+939	[illegible]		50.00
94	1+1+940	[illegible]		118.09

TOTAL .. .. $ [illegible]

Vouchers totalling $ 3180.59 were recouped on .....

Accountant,

per:

ADVICE OF RECOUPMENT

BT 8050—3 V. C. N. BLIGHT, GOVERNMENT PRINTER

1946

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NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 18 Park code 26

EXPENDITURE FROM ADVANCE A/C OF [illegible]

at [illegible] (bank and branch)

for the period ended 11th October, 1973

Voucher No.	Cheque No.	Claimant		Amount to be recouped $ c
95	144941/2	Salaries of	10/10/73	1305.42
[illegible]	144943	Telephone a/c P.M.G.		57.73
* [illegible]	[illegible]	[illegible]		2.20
98	144945	Connection (Australasia) P/L		9.60
[illegible]	[illegible]	[illegible] Thwaites Publications (Aust.)		144.00
* [illegible]	[illegible]	[illegible]		[illegible]
100	144947	A.G.C. (Broadcasts) Limited		
101	144948	Jacaranda Trading Co. P/L		32.00
102	144949	Telephone a/c P.M.G.		54.94
[illegible]	[illegible]	[illegible] Trading Co. P/L		32.00
* 104	[illegible]	[illegible] (Aust.)		144.00
* [illegible]	[illegible]	[illegible]		[illegible]

TOTAL .. .. $ 2827.04

Vouchers totalling $ 2827.04 were recouped on [illegible]

Accountant,

per; [illegible]

ADVICE OF RECOUPMENT

ST 5089-3 V C N BL G T GOVERNMENT PRINTER

213/5

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NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 19 Park code 26

EXPENDITURE FROM ADVANCE A/C OF ..... (bank and branch)

at .....

for the period ended ..... , 19 ..

Voucher No.	Cheque No.	Claimant		Amount to be recouped
				$ c
107	144954	Eastern Electrics P/L		125.76
108	144955	J. D. Batt P/L.		50.20
109	144956	James Middleton P/L		62.30
110	144957	Cottee (Aust.) P/L		[illegible]
111	[illegible]	[illegible] P/L		15.00
112	144959	Ernest [illegible]		[illegible]
113	144960	[illegible] Trading Co. P/L		[illegible]
114	144961	S. Mosler		47.00

TOTAL .. .. $ 1649-59

Vouchers totalling $ 1649-59 were recouped on .....

Accountant, ...

per: .....

ADVICE OF RECOUPMENT

ST 5030-9 V. C. N. BLIGHT GOVERNMENT PRINTER

213/4

55

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 20 Park code ..

EXPENDITURE FROM ADVANCE A/C OF ..

at .. (bank and branch)

for the period ended .. , 19..

Voucher No.	Cheque No.	Claimant		Amount to be recouped $ c
115	144962			11.16
116	144963			
117	144964			41.60
118	144965			1.00
119	144966			1.00
120	144967			30.00
121	144968			10.00
122	144969			57.42
123	144970			51.01

TOTAL .. .. $ 2058.52

Vouchers totalling $ 2058-52 were recouped on ..

Accountant,

per:

ADVICE OF RECOUPMENT

ST 8059–3 V C N Blight GOVERNMENT PRINTER

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST

A MEETING OF THE TRUSTEES WILL BE HELD AT VAUCLUSE HOUSE ON SUNDAY, 16th. DECEMBER 1973 AT 9.30 a.m.

A G E N D A

1. Apologies for absence.
2. Confirmation of Minutes of Meeting held 18/11/73.
3. Matters arising from Minutes.
4. Correspondence.
5. General Business.
6. Report relating to by-laws by the Vice-President.
7. Secretary/Manager's Report(In view of the unfortunate serious illness of the Secretary's Assistant, Mrs. Rona O'Connor, the President has granted permission for this report to be made verbally at the Meeting).
8. Finance including Allocation for the fiscal year 73/74.

   Accounts paid since the last Recoupment Summary was submitted to the Board are as detailed on Summaries as tabled. These have been passed by the National Parks and Wildlife Service and thus formal confirmation by the Board is now requested.
9. Any other business.

A.E. HOBSON.

Secretary/Manager.

MINUTES OF MEETING HELD AT VAUCLUSE HOUSE HISTORIC SITE
ON SUNDAY, 18th. NOVEMBER 1973 AT 9.30 a.m.

PRESENT	Mr. H.L. Yelland	President(in the Chair)
	Mr. J.R. Barrett	Treasurer
	Mr. G.J. Crouch	
	Mr. H.A. Pierce	
	Mr. K.R. Doyle	
	Mr. M. Herford	
	Mr. P. Cook	
IN ATTENDANCE	Mr. A.E. Hobson	Secretary/Manager

APOLOGIES Mr. M.D. Finlay(Vice-President), Mr. H.A. Snelling,(Coun.)
Dr. Cobden Parkes(Coun.)

Prior to the reading of the minutes of the last meeting, the President welcomed the newly appointed Trustees, Messrs M. Herford and P. Cook. He also congratulated Mr. K.R. Doyle on his re-election to the State Parliament. His remarks were heartily endorsed by all present.

MINUTES The minutes of the previous meeting were confirmed.

MATTERS ARISING FROM PREVIOUS MINUTES

(a) Longhurst Drawings The set of eight drawings had now been completed and were in the possession of the Secretary/Manager. At the Presidents suggestion, it was agreed that the final selection to be re-produced should be left to the Executive.

(b) Entertaining-Woollahra Council The President reminded the Meeting that the Trust would be entertaining The Mayor, Aldermen and Senior Officers of the Council on the following Tuesday, the 20th. November. Mr. Crouch reported that the catering arrangements had been made and the Secretary/Manager was requested to supply the required liquid refreshment from the Trustees cellar.

(c) Employment of Students The Secretary/Manager reported that three Students of the Hawkesbury Agricultural College had accepted offers of employment during the Summer Vacation to assist the Head Gardener, VauclusePark. The meeting expressed satisfaction of the arrangement.

(d) Blue Mountains Exhibition The Secretary/Manager reported that this had now been examined by two officers from the Interpretations Division of the N.P. & W.S. who had agreed with him on its present unsuitability for opening to the public. They will be making the required arrangements for the necessary alterations.

(e) "Friends" Barbecue The President advised that tickets were selling well and the Secretary/Manager stated that co-operation with the organising committee was running smoothly.

(f) Assistant Secretary The Secretary/ Manager reported that this matter had been discussed with the Personnel Officer of the N.P. & W.S. and he would shortly be submitting a formal request to the Director for a re-grading of Mrs. R. O'Connors position.

CORRESPONDENCE

(a) Similar letters, one from the Minister for Lands & Tourism and the other from the Director, N.P. & W.S. were tabled and noted relative to the appointment of Messrs. P. Cook and M. Herford as additional Trustees.

(b) Aletter from The Flag Officer Commanding, Royal Australian Navy, East Australian Area, was noted. Approval was given for the Area Band to play in the grounds of Vaucluse House on Sunday, 20th. January between 2.00and 4.00 p.m. The Secretary/Manager will make the detailed arrangements with the Band Officer, Lieut. Foale, R.A.N..

(c) A request from the Police Photographic Society seeking permission to photograph the House and Grounds on Sunday, 16th. December 1973 was approved by the Trust.

(d) Aletter from The Dept. of General Studies, University of New South Wales thanking the Trust for arrangements made for two "out of hours" inspections was noted.

over.....

GENERAL BUSINESS

(a) The President thanked Mr. J.R. Barrett for arranging with Woollahra Council, the removal of the derelict car dumped in the grounds of Vaucluse Park some time ago.

(b) The President reviewed the position to date regarding the Gardener's Cottage in Vaucluse Park and it was unanimously agreed that quotations should be called for the lining of the interior walls with a suitable material, but that prior to this the Secretary/ Manager should have a consultation with a Mr. Kelly, an expert in this subject, recommended by Mr. J.R. Barrett. The Secretary/Manager stated that Dr. Cobden Parkes had promised that the plans of the cottage and a work specification would be available by 22nd. November 1973.

(c) Two reports from Ranger H. Westbrook, the first relating to rowdyism and other disturbances in Nielsen Park at weekends and the second putting forward suggestions for dealing more adequately with such disturbances were carefully considered and discussed at length by the meeting.

It was agreed:-

1. That Ranger Westbrook should be instructed by the Secretary/Manager that in the event of a serious disturbance, he should not attempt to deal with it single-handed, but call the police immediately.

2. That the Secretary/Manager and Ranger Westbrook should discuss with the local police the possibility of more frequent visits to the Park in the evenings with a view to preventing disturbances starting.
Mr. Barrett recommended permanent policing of the Park at busy weekends and during holiday periods.
It was agreed that co-operation with the police at local level was most desirable, but if this did not have the desired effect, the Trust would consider approaching the Commissioner.

3. Insofar as the second report was concerned, after some discussion on the desirability of amending the by-laws, it was agreed that no action should be taken until a report and recommendations was received from the Vice-President.

SECRETARY/MANAGER'S REPORT

Approval was given to the increases of pay to Clerical Staff under the State Award.

The following matters brought up in the report were discussed and recommendations made where appropriate:-

1. V.I.P. Visits to Vaucluse House.

   The President suggested that future visits by V.I.P's should be publicised. The meeting agreed and the Secretary/ Manager undertook to issue the appropriate "Press Release" as and when required.

2. In connection with the verbal advice we had received that we were not legally obliged to provide life-savers at Shark Bay netted enclosure, a discussion took place regarding the advisability of putting a notice to this effect in the enclosure. The consensus of opinion was that such a notice was not required.

3. A general discussion took place on the Financial Report for October 1973. The meeting expressed satisfaction at the state of the Credit Balance in the Special Purposes Account.

OTHER BUSINESS

Mr. K.R. Doyle advised the meeting of a complaint from residents in Olola Avenue regarding stationary coaches running their refrigerating compressors during the time that passengers were inspecting the house. The meeting agreed that this was a very complex problem to which there was no easy solution, but it was finally agreed that the possibility of providing alternative parking positions should be explored together with

over.....

some preliminary estimates of costs involved. Also that the coach companiesshould be approached to find out - (a) their reaction to alternative parking positions and (b) the feasibility of not running the compressors when parked in Olola Avenue.

FINANCE Formal approval was given by the Board to accounts paid and recouped in summaries 17,18,19 and 20 as tabled.

As there was no further business to discuss, the President declared the meeting closed at 10.45 a.m..

Signed as a true record.

_____ Chairman

_____ Secretary/Manager

15 NOV 1973

225/2 . 60

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 21 Park code 26

EXPENDITURE FROM ADVANCE A C OF Lewis Howe Hall

at Kent Ends - Forest Hill (bank and branch)

for the period ended 5th December, 1973

Voucher No.	Cheque No.	Claimant		Amount to be recouped $ c
1245	14011 1/2	Dickens &	1-11-73	2226.55
1.6	14173	Times Trading Co. Ltd		98.00

TOTAL $2324.55

Vouchers totalling $2324-55 were recouped on _____

Accountant,

per:

ADVICE OF RECOUPMENT

ST 5059—9 V. C. N BLIGHT, GOVERNMENT PRINTER

29 NOV 1973

61

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 22 Park code 26

EXPENDITURE FROM ADVANCE A/C OF [illegible]

at [illegible] (bank and branch)

for the period ended [illegible], 19[illegible]

Voucher No.	Cheque No.	Claimant		Amount to be recouped
				$ c
[illegible]	[illegible]	[illegible]	2-11-73	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
[illegible]	[illegible]	[illegible]	[illegible]	17.00
[illegible]	[illegible]	[illegible]	[illegible]	271.99

TOTAL .. .. $ 1610.20

Vouchers totalling $ 1610.20 were recouped on .....

Accountant, [illegible]

per:

ADVICE OF RECOUPMENT

ST 8059—9 V C N BLIGHT, GOVERNMENT PRINTER

10 DEC 1973

62

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 23 Park code 46

EXPENDITURE FROM ADVANCE A/C OF Lindeman Island National Park

at Bank of New South Wales, Proserpine (bank and branch)

for the period ended 14th November, 1973

Voucher No.	Cheque No.	Claimant		Amount to be recouped $ c
131	144979	Cost of Stamps	14-11-73	122.16
132	144980	Recoup Tonc	14-11-73	233.32
* 133	144981	Pacific Power Ltd		11.41
* 134	144982	Brooks Hire Service Pty Ltd		19.41
135	144983	Cable Communications Australia Ltd		11.16
136	144984	Reader's Digest Services Pty Ltd		11.16
137	144985	Australian Automobile Assoc.		18.63.77
138	144986	City Council Proserpine		17.12

(* Special Purposes Account - Fees - Tidal Dams $121-54)

TOTAL .. .. $ 1852-68

Vouchers totalling $ 1852-68 were recouped on _____

Accountant,

per:

ADVICE OF RECOUPMENT

ST 8059—3 V. C. N. BLIGHT, GOVERNMENT PRINTER

275/4

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 24 Park code 26

EXPENDITURE FROM ADVANCE A/C OF [illegible]

at [illegible] (bank and branch)

for the period ended [illegible], 19[illegible]

Voucher No.	Cheque No.	Claimant		Amount to be recouped
				$ c
56	144991	[illegible]		33.40
139	144997	Pettigrew	(38-99)	34.[illegible]
140	144998	[illegible]		61.00
141	144999	[illegible]		131.70
*142	145000	[illegible]		16.16
143	145001	[illegible]		65.85
144	144942	[illegible]		32.00
145	144993	[illegible]		1461.31
146	[illegible]	[illegible]		

* [illegible] (Total $16.56)

TOTAL .. .. $ 1843.09

Vouchers totalling $ 1843-09 were recouped on [illegible]

Accountant,

per:

ADVICE OF RECOUPMENT

ST 5059. 3 V C N BL GHT GOVERNMENT PR NTER

275/-

64

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 25 Park code 26

EXPENDITURE FROM ADVANCE A,C OF [illegible]

at [illegible] (bank and branch)

for the period ended 30th [illegible], 1973

Voucher No.	Cheque No.	Claimant		Amount to be recouped
				$ c
147	144993	[illegible]		63.55
148	144996	Tennant Middleton P/L		16.95
149	144997	[illegible]		7.24
150	144998	[illegible]		17.53
151	144999	Pier Rentals P/L		20.50
152	145000	Snow Ross P/L		15.20
153	145001	[illegible]	[illegible]	[illegible]
154	[illegible]	[illegible]		[illegible]
155	[illegible]	[illegible]		26.05
156	[illegible]	[illegible]		55.05
157	[illegible]	[illegible]		[illegible]

TOTAL .. .. $ 1643.71

Vouchers totalling $ 1643 71 were recouped on [illegible]

Accountant,

per:

ADVICE OF RECOUPMENT

ST 5058–3 V C N BLIGHT GOVERNMENT PRINTER

VAUCLUSE HOUSE HISTORIC SITE TRUST

MINUTES OF MEETING HELD AT VAUCLUSE HOUSE HISTORIC SITE ON SUNDAY, 16TH DECEMBER, 1973 AT 9.30 A.M.

PRESENT: Mr. H.L. Yelland — President (in the Chair)
Mr. M.D. Finlay — Vice-President
Mr. J.R. Barrett — Treasurer
Mr. G.J. Crouch
Mr. H.A. Pierce
Mr. K.R. Doyle
Mr. M. Herford
Mr. P. Cook

Mr. H.J. Snelling — Counsellor

IN ATTENDANCE: Mr. A.E. Hobson — Secretary/Manager

APOLOGIES: Dr. Cobden Parkes (Coun.)

RESOLVED: The Minutes of the previous meeting were confirmed.

MATTERS ARISING FROM PREVIOUS MINUTES:

(a) Longhurst Drawings.

The President advised that all eight drawings of the House and grounds executed by Mr. Peter Longhurst were so good that he had recommended that all of them be reproduced for sale. The Board endorsed his recommendation and the Secretary/Manager was requested to take the necessary action with the Interpretations Division of the National Parks & Wildlife Service.

(b) Entertaining - Woollahra Municipal Council:

The President reported that this had been a great success and felt sure that it had further cemented the excellent relationship we already have with the Council.

(c) Blue Mountains Exhibition.

The Secretary/Manager advised that, to date, no definite decision had been made regarding the alterations to this Exhibition by the Interpretations Division of the National Parks & Wildlife Service. He undertook to contact the officer concerned with a view to getting something done in this matter.

(d) "Friends" Barbecue.

The President reported that this had been a huge success from a public relations point of view and that a worthwhile profit was expected from the proceedings.

He congratulated Mr. K. Doyle and all the team who had worked so hard to make the evening a success and asked him to convey to the Committee the deep appreciation of the Trust for the effort put into this project.

(e) By-Laws.

The Vice-President reported that after an examination of the present By-laws he had found that generally speaking they were reasonably comprehensive. He further advised that Mr. Dawes King of the National Parks & Wildlife Service was in the process of trying to draw up a comprehensive set of by-laws which would be

applicable to all sites under Trust management and he did not feel that we should make any significant changes at the moment but submit our recommendations to Mr. Dawes King for consideration and possible incorporation in the by-laws which he is compiling. He further suggested that any amendments which the Trustees consider advisable should be sent to him for incorporation into a comprehensive recommendation from the Trust to the National Parks & Wildlife Service.

Mr. Finlay further recommended that the by-laws be as lenient as possible in order to give the maximum freedom in the 2 Parks for the law-abiding public but sufficiently strong to deal adequately with trouble-makers.

To assist the Trustees the Secretary/Manager undertook to supply copies of the current by-laws as soon as his present staff problems were resolved.

(f) Disturbances - Nielsen Park.

Arising out of the discussions on the by-laws and the promised co-operation from the local Police, it was agreed that the Police Officer in charge of the Vaucluse area be contacted.

(g) Parking of Coaches in Olola Avenue.

Arising out of the complaint from residents in Olola Avenue regarding the stationary coaches running their refrigerating compressors whilst parked in Olola Avenue, Mr. Barrett reported that the Trust have no jurisdiction over this. Having contacted a number of the Coach Companies it was understood that in hot weather it was not always possible to switch off the compressors whilst the vehicles were parked, otherwise the airconditioning of the coaches when the passengers returned to them could not be achieved for a considerable time after restarting, leading to considerable discomfort to the passengers due to the fact that all windows are sealed and could not be opened to admit fresh air. The Coach Companies have promised that they would co-operate as far as possible by instructing their drivers not to run their compressors unnecessarily. The Secretary/Manager also reported verbal promises from the coach drivers themselves, to whom he had mentioned this matter, that the running of compressors when parked in Olola Avenue would be kept down to a minimum.

The Coach Companies had also indicated to the Secretary/Manager that most of their adult passengers were over the age of 60 years and were not prepared to take the long walk up through the gardens from Wentworth Road. Also on these tours they were working to a very tight schedule and usually allowed between 25 and 30 minutes for the passengers to inspect the House and this would not be possible if they had to park anywhere other than the Olola Avenue entrance. The actual times when coaches were parking in Olola Avenue was not excessive as they usually arrive and depart between 11a.m. and 1 p.m. and then between 2.30 p.m. and 4.30 p.m.

Mr. Barrett further reported that he had taken advice on alternative parking facilities and, without rebuilding the driveway into the grounds through the north west paddock and removing or pruning many trees lining this drive, it was impossible to allow coaches to come into the car park adjacent to the Kiosk. The cost of building a road capable of taking these 15 ton vehicles and providing an adequate turning circle and hard standing might be between $30,000 and $50,000.

In view of these reports the meeting agreed that as we had no jurisdication over parking on public roads we could only rely upon the goodwill and co-operation of the Coach Companies and their drivers.

CORRESPONDENCE:

The Secretary/Manager reported that all correspondence had been of a routine nature and dealt with by the Executive and himself.

GENERAL BUSINESS:

(a) Gardener's Cottage.

The President advised that accompanied by the Treasurer, Mr. J.R. Barrett he had visited the National Parks & Wildlife Service on 30th November, 1973 and had excellent discussions with Mr. King, Assistant Director in charge of Operations and various officers of his staff who had agreed that it would be feasible for the Trust to go ahead with the renovation of the Gardener's Cottage by lining the interior walls with a suitable material such as "Glamapyne". The question of financing the renovations was discussed and Mr. King indicated that the National Parks & Wildlife Service was short of funds during the current financial year.

The President and Treasurer suggested the use of money from the Special Purposes account and, although this was accepted, Mr. King recommended that the Trust should submit a request for financial assistance. The President advised that he had already written such a letter to the National Parks & Wildlife Service shortly after the meeting.

The price for carrying out the work in the Cottage had been obtained from a Mr. Kelly and this amounted to $9,000 approximately including P.C. items for the modernisation of the bathroom and the re-wiring of the electrical system. Considerable discussion then followed on the method of undertaking the renovations and some members felt that cement rendering might be satisfactory and cheaper than the method already envisaged.

As a result of these discussions it was decided that there should be a special meeting on Sunday, 20th January, 1974 so that all Trustees would have an opportunity of viewing the Cottage and then making a final decision as to what should be done. Pending the decisions that would be made at this meeting the Secretary/Manager was advised not to proceed any further in obtaining alternative quotations for the lining of the walls.

(b) Street Directions to Vaucluse House.

Mr. Doyle drew the attention of the Trust to what he considers were inadequate directions to the House for visitors who might approach it from Old South Head Road or Watsons Bay and suggested that there should be additional direction signs at the top of Hopetoun Avenue. The Secretary/Manager undertook to get in touch with the appropriate officer in Woollahra Municipal Council with a view to discussing extra signposts where appropriate.

(c) Insurances.

In view of the unsatisfactory position regarding Insurances previously reported by the Secretary/Manager the Vice-President, Mr. Finlay had made an investigation of the position and presented his report to the meeting. The President congratulated the

Vice-President on the comprehensive survey he had made and it was agreed that, in co-operation with Mr. K.R. Doyle, further investigations should be made and recommendations put to the Trust at their next full meeting in February, 1974.

(d) Telephone Account - September, 1973.

The Secretary/Manager advised that in view of the exceptionally high charges for the period ending 13th September, 1973 he had asked for a full breakdown of costs from the P.M.G.'s Department. After several enquiries he had at last obtained the necessary information and it appeared that most of the costs incurred during the months of June and July, 1973 were apparently for S.T.D. calls. It seemed certain that these had been incurred by the previous Secretary/Manager, Mr. J. Gale. After some little discussion the Secretary/Manager was instructed to write to Mr. Gale with a view to obtaining payment for these calls.

(e) Inventory of the Contents of the House.

As the inventory of the contents of the House was considerably out of date it was agreed that the compiling of a new inventory be undertaken by Mr. Cook.

(f) Simpson Report.

For the benefit of the new Trustees the President gave a brief outline of the contents of this report and it was agreed that a sub-committee, with power to add, should be set up to examine this report in detail consisting of the President and Messrs. Cook and Herford.

(g) Election of Trustees.

The President reported that due to an oversight the annual election of officers had not taken place in October, 1973 as required by the Constitution of the Trust and asked for the advice of the legal members of the Trust present. Mr. Finlay indicated that it was in order to hold the elections at the present meeting and it was confirmed unanimously that all present officers of the Trust should be re-elected for the period October, 1973 to October, 1974.

SECRETARY/MANAGER'S REPORT:

As previously agreed with the President, due to the illness of Mrs. R. O'Connor, a verbal report would be acceptable. The Secretary/Manager indicated that most of the matters had been dealt with in the Minutes but drew the meeting's attention to the financial allocations for 1973-74 which had recently been received from the National Parks & Wildlife Service. Due to general economies being effected by the Government these were not as generous as had been hoped for but it was possible to work within the framework of the budget although certain works would have to be held in abeyance until adequate funds were available. The Special Purposes Account, however, was in a very healthy condition and now had a credit balance of approximately $14,000 which was likely to be considerably augmented during the Christmas holiday period.

A new boiler for the Kiosk had been received but it was not possible to install it due to the fact that a special water pressure reducing valve was required. A representative of General Electric had been called to

the site and he had agreed to obtain this special valve as soon as possible when it should be possible for the equipment to be put into operation by our own plumber. In view of this unforeseen delay, with the agreement of General Electric, payment for the boiler was being held over until satisfactory installation was effected.

Fresh activity of borers in the furniture had been discovered and further white ant activity had become evident in the general office. Both these outbreaks had been locally treated by Rentokil and the Secretary/Manager was proceeding to have all the furniture surveyed with a view to putting Rentokil under contract for this work in addition to the contract covering the fabric of the House.

The Secretary/Manager then submitted Recoup Summaries Nos. 21 to 25. These had already been passed for payment and reimbursed by the National Parks & Wildlife Service and formal confirmation by the Board was requested and given.

OTHER BUSINESS

As there was no further business to discuss the President delcared the meeting closed at 11.35 a.m.

Signed as true record.

Chairman

17.2.74

Secretary/Manager

AN EXTRAORDINARY MEETING OF THE
TRUSTEES WILL BE HELD AT VAUCLUSE HOUSE
ON SUNDAY, 20th. JANUARY 1974 AT 9.30 a.m.

A G E N D A

1. APOLOGIES FOR ABSENCE.

2. INSPECTION OF GARDENER'S COTTAGE VAUCLUSE PARK.

3. DISCUSSION AND DECISION ON THE FUTURE OF THIS BUILDING.

A.E. HOBSON.

Secretary/Manager

VAUCLUSE HOUSE HISTORIC SITE TRUST

MINUTES OF EXTRAORDINARY MEETING HELD AT VAUCLUSE HOUSE HISTORIC SITE ON SUNDAY, 20TH JANUARY, 1974 AT 9.30 A.M.

PRESENT:

Mr. H.L. YELLAND	President (in the Chair)
Mr. M.D. Finlay	Vice-President
Mr. J.R. Barrett	Treasurer
Mr. G.J. Crouch	
Mr. H.A. Pierce	
Mr. K.R. Doyle	
Mr. M. Herford	
Dr. Cobden Parkes	(Counsellor)

IN ATTENDANCE: Mr. A.E. Hobson Secretary/Manager

APOLOGIES: Messrs. Cook and Snelling

The prime purpose of this Meeting was to give Trustees an opportunity to view the Gardener's Cottage, in Vaucluse Park, which requires internal renovation. However, because of its importance, the Insurances question was briefly discussed prior to the commencement of the business proper and it was agreed that a full discussion on this subject would be held at the February Meeting.

The President then reviewed the position regarding the Gardener's Cottage, mentioning the Survey and Report from the Chief Civil Engineer of the Operations Division of the National Parks & Wildlife Service and, for the benefit of new members of the Trust, the background history of the Cottage and the siting thereof was briefly described and the President's remarks were amplified by Mr. Barrett and Dr. Parkes.

The Trustees then proceeded to examine the Cottage. Upon completion of the examination by all members present the Meeting was resumed in the Board Room at 10.15 a.m.

The President once again drew members attention to the fact that whilst there was considerable divergence of opinion on the method of tackling the renovations required, it had always been the policy of the Trust, under his chairmanship, to arrive at decisions by a consensus of opinion and not by vote and in order to establish a basis on which the Meeting could proceed he asked if all members were in agreement that the Cottage should not be demolished. All members signified their agreement.

Considerable discussion then took place as to the merits and demerits of the various methods of renovation of the interior of the Cottage and how far the Trust was responsible for keeping rented properties in good order. All finally agreed with the point made by Mr. Finlay that the maintenance and repair of the complete fabric of any building coming under the jurisdiction of the Trust was its responsibility.

Mr. Finlay then, through the Chairman, put a direct question to Dr. Parkes asking for his expert opinion of the relative merits of lining the interior walls of the Cottage or having them cement rendered. Dr. Parkes replied that, in his opinion, cement rendering

would not be satisfactory as continual cracking of the interior walls is almost a certainty, but there was every chance that a careful lining of the walls with a suitable material would prove satisfactory for a considerable time. He also gave the opinion that despite the cracking of the plaster on the interior walls the building was structurally sound and would remain safe for an indefinite number of years. Possibly the greatest amount of settlement of the structure had already taken place.

Mr. Herford then gave his opinion that there was every possibility of cement rendering being reasonably satisfactory and considerably cheaper than lining and, after some further discussion, the Meeting decided that quotations should be called for cement rendering the interior walls and, if possible, further advice obtained from those builders asked to quote for the job.

It was also decided that further quotations should be obtained for lining the interior with the cheapest possible board so that relative comparisions between the two methods of renovation could be made.

No further discussion took place on the question of the Gardener's Cottage.

Prior to the closure of the Meeting the Vice-President proposed that the Trustees' formal and hearty congratulations on the award of the O.B.E. to the President, Mr. H.L. Yelland should be placed on record. The Meeting unanimously agreed to this proposal. The President thanked the Meeting for their congratulations and said he felt that the award was due in no small way to the wholehearted help and co-operation he had received from his colleagues over the years in his various fields of activities.

There being no further business the Meeting was declared closed at 11.05 a.m.

Signed as true record.

H.L. Yelland Chairman

17.3.74

Secretary/Manager.

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST

REPORT FOR DECEMBER 1973 & JANUARY 1974

FROM: Secretary/ Manager TO: The Trustees

Gentlemen,

I am pleased to report that despite avery serious lack of permanent clerical assistance since the 7th. December it has been possible with the invaluable asistance and co-operation of Mrs. Hobson to keep the essential work up-to-date throughout the busiest season of the year. The personnel of the N.P. & W.S. Finance Department have been most co-operative and told me not to worry about the stastical information they require until my staffing problems were resolved. The Inspecting Accountant, Mr. John McKenna volunteered to do our quarterly reconciliations and his offer was gratefully accepted. He advised that our book-keeping methods inaugurated after the Treasury Audit in October/November now complied fully with Treasury and Service requirements and our accounts correct in all details.

STAFF

In mid-January, my former assistant, Mrs. R. O'Connor advised that because of her heart condition she would not be able to return to work. The vacancy was advertised in the Wentworth Courier and the selected applicant is a Mrs Phyllis M.M. Hall. She commenced her duties on the 7th.February and is already proving a valuable asset to the Secretariat.

Both Mrs. J. O' Connor, Desk Clark and Mrs. D. Kearney, Housekeeper were ill at various times in December and January. Mrs. Hobson stood in for them as required.

Mrs. J. O'Connor's husband died in January and she has now proceeded on leave until the 11th. March. During her absence Mrs. O Sames, the weekend Desk Clerk is operating Monday to Friday and Mrs. Hobson at the weekends.

VAUCLUSE HOUSE

Borers in Furniture A systematic inspection of all furniture by Rentokil showed considerable activity in almost every piece of furniture in the House, but it has been found in time. A full initial treatment has been given and a contract for regular inspection and treatment finalised.

White Ant Quite serious activity was found in a cupboard in the General Office. Rentokil gave the required treatment, but so bad was the infestation that the interior of the cupboard is having to be completely rebuilt.

Cleaning of all exterior paint work on the verandah has been carried out plus the corridor adjacent to the Family Dining Room and the Study.

STABLES

The writer noticed borer activity in the Cobb & Co. Coach. An inspection by Rentokil found much activity in all three coaches. Treatment has been given and the Coaches included in the general contract.

GARDENERS COTTAGE

Whilst the Rentokil inspectors were on the site I considered it advisable for them to inspect this building. There was no sign of White Ants but some borer activity was evident. Treatment was carried out and this property is now included in the general contract.

OLD LAUNDRY

I recently arranged for this to be cleaned out and found advanced borer activity in the rather unique ~~washing machine~~ and in the wood of the sinks. Treatment was given to arrest further ravages and this building is now included in the contract. Total extra cost per annum for the full coverage now obtained is only $110.00 and I hope the Trustees will consider this a worthwhile investment.

x box mangle

over.....

PROPOSED RENOVATIONS-GARDENERS COTTAGE

Considerable difficulty has been experienced in getting any firm to quote for the cement rendering of interior walls or the alternative of lining with a suitable material. The general answer was- "We are too busy to quote,but if you give us the order we will do it on a time, labour and materials basis, probably in about three months time". The only people offering to quote were the plasterer who has been employed by the Trust over many years and one who was sent along to see us after Mr. Herford had contacted Woollahra Council to find out if they could recommend someone to do the job. To date no quotations have been received.

BLUE MOUNTAINS EXHIBITION

After some considerable discussion with the Interpretations Division of the N.P. & W.S. instructions have been issued to BKS Displays to liaise with the writer and alter this exhibition to the satisfaction of the Trust. A provisional sum of money has been allocated additional to Budget to cover this work. It is hoped to get some action before the end of February.

BY-LAWS

Copies have now been made and will be available at the Board Meeting on the 17th. February 1974.

STREET DIRECTIONS TO VAUCLUSE HOUSE

The writer is in contact with Woollahra Council and now that our clerical staffing problem has been solved, he will in the near future be accompanying an Officer of the Engineers Department to make an on the spot assessment regarding the siting of additional signs apart from the one already recommended at the top of Hopetoun Avenue. It appears that from remarks made to our desk staff that many visitors approach Vaucluse along the Old South Head Road and end up in Watson's Bay because there are no signs indicating the way to Vaucluse House from that route.

INSURANCES

There is little one can add to the excellent survey carried out by the Vice-President in co-operation with Mr. Doyle. However, there are one are two minor points on which the writer would like to comment at the next Board Meeting.

NIELSEN PARK

Inclement weather has had an adverse effect on the income from this area, but on fine days and especially during Public Holidays attendances have been excellent. Disturbances have been minimal and when it has been necessary to call the Police they have responded quickly. Three arrests have been made.

Unleashed dogs and strays in the Park and on the Beach continue to be a problem and I have instructed the Staff to strictly enforce By-Law 20.

Heavy seas have on three occasions caused considerable damage to the shark nets, but the staff have quickly replaced them. It has been necessary, however to order six extra nets from the Department of Corrective Services.

ACCIDENT-VAUCLUSE PARK, Sunday evening 3.2.74

A motor car got out of control and demolished the rails of the bridge adjacent to the Old Laundry. If the car had not hit the bridge and come to rest thereon it would have dropped six feet into the culvert resulting in the driver being maimed or even killed. In the interests of safety cars have now been excluded from this area of the Park with a temporary fence running south-west from the Laundry. The owner of the car has agreed to pay for the repair of the bridge. It took the tow truck, which was called, over two hours to extricate the vehicle and tow it away.

A.E. Hobson
Secretary/Manager
16.2.74

FINANCIAL REPORT

Admissions to Vaucluse House

Ticket Values	November 73		December 73		January 74	
	No.	Value	No.	Value	No.	Value
50¢	3154	$ 1577.00	4493	$ 2246.50	6437	$ 3218.50
30¢	29	8.70	121	36.30	178	53.40
20¢	1043	208.60	1177	235.40	1166	233.20
10¢	1464	146.40	1042	104.20	1450	145.00
Coach Tours	2615	1066.50	926	474.50	1563	922.50
Totals	8305	3007.20	7759	3096.90	10794	4572.60

Admissions to Nielsen Park

20¢	5969	$ 1193.80	13042	$ 2608.40	12726	$ 2545.20
5¢	4986	249.30	9368	468.40	8896	444.80
Car Parking		238.80		552.80		386.40
Season Tickets		273.00		43.90		61.00
Miscellaneous		83.99		182.56		149.63
Totals	10955	2038.89	22410	3856.06	21622	3587.03

Revenue

Despite much inclement weather during the past three months, the total income from Vaucluse House and Nielsen Park during this period inclusive of admissions, rents, sales etc., was $ 22,113.18 of which general revenue due to N.P. & W.S. was $15,915.18 whilst $6,208.00 was a credit to the Special Purposes Account.

Budget

The official return from the Finance Department of the N.P. & W.S. for the first six months of the fiscal year ending 31.12.73 shows that we have operated on 48.62% of budget despite escalating costs of goods and services. However, certain bills for epenses incurred during December which fell due for payment in January 1974 were not included in this return, but even so we had operated well within 50% of allocation.

Special Purposes Account

STATEMENT OF REVENUE & EXPENDITURE

	Item	DR.	CR.
BY	Balance brought fwd.at 1.11.73		11313.28
TO	John Dewar P/L for Spirits	107.10	
	Household Supply P/L for soft drinks	14.44	
	Mediterranean Wines P/L for Beers	16.56	
	Rose Bay Flowers(for Mrs. R. O'Connor)	15.00	
	Herbert S. Petter P/L for catering Cocktail Party to Woollahra Council	126.95	
BY	Revenue, admissions & sales(3months)		6208.00
TO	Balance carried fwd. at 31.1.74	17241.23	
		17521.28	17521.28

Value of outstanding accounts to be cleared through S.P. Account...$1502.00

Therefore S.P. Funds available at 14.2.74 are.....$ 15,739.23.

Secretary/Manager.

-75/2

76

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 26 Park code 26

EXPENDITURE FROM ADVANCE A/C OF Director Nat. Parks

at Kenya Nat'l Bank Kenyatta Conf. Centre (bank and branch)

for the period ended 5th Dec, 1973

Voucher No.	Cheque No.	Claimant		Amount to be recouped $ c
158	57-606	Thomas Trading Co. P/L		90-00
159	575607	Fuchs Visagie & Co. 5-12-73		1356-56
160	575608	Expenditure for Jan-Feb		256-47
161	575609	Payroll Dec		1[illegible]-76
162	575610	Thomas Trading Co. P/L		32-00
163	575611	Gilbert Chemicals P/L		14-40
164	575612	Commonwealth Industrial Gases		22-50
165	575613	Campbell Bros Ltd.		19-44
166	575614	Quest Equipment Co		9-00
167	575615	Jensen & Nicholson		56-67
168	575616	Petroleum Prod P/L		30-41

$2110-25

TOTAL .. .. $ 2110-22

Vouchers totalling $2110-25 were recouped on [illegible]

Accountant,

per

ADVICE OF RECOUPMENT

ST 5059-9 V. C. N. BLIGHT, GOVERNMENT PRINTER

2753

77

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 27 Park code 26

EXPENDITURE FROM ADVANCE A/C OF [illegible]

at [illegible] (bank and branch)

for the period ended [illegible], 1973

Voucher No.	Cheque No.	Claimant		Amount to be recouped
				$ c
169	575617	Fisheries + Wages week-ending 12th December 1973		1728.40
*170	575618	Income Tax for week-ending [illegible] paid into Public Moneys a/c [illegible] D 551415 dt		301.72
171	575619	Wages (3 days) for two new casuals - Vaucluse Parks a/c 12th December 1973		82.68
*172	575620	[illegible] 12th December on above fund vide receipt no D 551415 dt		9.00
*[illegible]		[illegible] debt amounts (re. #310-74). Wages [illegible]		

TOTAL .. .. $ 2121.52

Vouchers totalling $ 2121.52 were recouped on [illegible]

Accountant,

per

ADVICE OF RECOUPMENT

ST 5030-3 V C N BLIGHT GOVERNMENT PRINTER

2904/4 98

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 28 Park code 26

EXPENDITURE FROM ADVANCE A/C OF [illegible]

at [illegible] (bank and branch)

for the period ended [illegible], 19[illegible]

Voucher No.	Cheque No.	Claimant		Amount to be recouped
				$ c
173	575621	Trevor Trading Co P/L		32.00
		[illegible]		[illegible]
				4 00
176	575624	[illegible] (9/1.C3)	[illegible]	[illegible]
		[illegible]		247 56
175	575626	To Group Doc Fund [illegible]		42.47
		[illegible]		[illegible]

TOTAL .. .. $ 314 81·82

Vouchers totalling $ [illegible] were recouped on [illegible]

Accountant,

per:

ADVICE OF RECOUPMENT

ST 5050–3 V C N BLIGHT GOVERNMENT PRINTER

302/6

79

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 29 Park code 26

EXPENDITURE FROM ADVANCE A.C OF Lamington Nat. Park Info

at Inner Circle - Executive Flats (bank and branch)

for the period ended 27th December, 1973

Voucher No.	Cheque No.	Claimant		Amount to be recouped
				$ c
190	575623	Jones Trading Co. Pty Ltd		32.00
191	575624	G. T. Fence + Sign		2.53
192	575630	Govt. Printer Dept.		35.78
193	575631	G. Hooker		42.00
				11 00
				1 [illegible]
				[illegible]
				[illegible]
				[illegible]
				[illegible]
				[illegible]
			TOTAL	$1393.12

Vouchers totalling $ ..... were recouped on .....

Accountant,

per:

ADVICE OF RECOUPMENT

97 8058—3 V. C. N. BLIGHT, GOVERNMENT PRINTER

60

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 30 Park code 26

EXPENDITURE FROM ADVANCE A/C OF [illegible]

at [illegible] (bank and branch)

for the period ended [illegible], 1974

Voucher No.	Cheque No.	Claimant		Amount to be recouped $ c
187	575635	[illegible]	[illegible]	1473.55
188	575636	Group Income Tax	ditto	310.23
189	575637	Thomas Trading Co P/L		50.00
190	575638	" " "		95.00
191	575639	Commissioner of Pay. Roll Tax		222.34

TOTAL .. .. $ 2,151.20

Vouchers totalling $ 2,151.20 were recouped on [illegible]

Accountant,

per:

ADVICE OF RECOUPMENT

ST 5059—9 V. C. N. BLIGHT, GOVERNMENT PRINTER

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 31 Park code 26

EXPENDITURE FROM ADVANCE A C OF Canberra Area Heritage Fete

at Royal Bank, Petrie Terrace (bank and branch)

for the period ended 24th January, 1974

Voucher No.	Cheque No.	Claimant		Amount to be recouped
				$ c
141	71640	[illegible]		11.55
143	71641	[illegible] P/L		10.20
144	71642	[illegible]		12.60
145	71643	[illegible]		1[illegible]
146	71644	[illegible] P/L		[illegible]
147	71645	[illegible]		32.40
148	71646	[illegible]		14.15
149	71647	[illegible]		91.53
150	71648	[illegible]		1[illegible]

Wildlife Survey Fund
Receipt Number 25
Voucher No 152
Cheque No 141000

TOTAL .. .. $ 1266.68

Vouchers totalling $ [illegible] were recouped on [illegible]

Accountant,

per:

ADVICE OF RECOUPMENT

ST 5058—3 V. C. N. BLIGHT, GOVERNMENT PRINTER

327/2

92

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

- 8 FEB 1974

RECOUP SUMMARY 32 Park code 26

EXPENDITURE FROM ADVANCE A/C OF Woodwork House 415.

at Rural Bank — Bondi Junction (bank and branch)

for the period ended 11th January, 1974

Voucher No.	Cheque No	Claimant		Amount to be recouped
				$ c
201	575649	To Salaries & Wages Period ending 4.1.74		134.31
202	575650	To Petty Cash Imprest Account vide R/N D 581416		31.04
203	575651	Thomas Trading Co P/L.		112.00
		TOTAL		$1822.35

Vouchers totalling $ [illegible] were recouped on .....

Accountant,

per

ADVICE OF RECOUPMENT

ST 8058—3 V. C. N. BLIGHT, GOVERNMENT PRINTER

327/3

83

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

– 8 FEB 1974

RECOUP SUMMARY 33 Park code 26

EXPENDITURE FROM ADVANCE A/C OF Urunga - Head H.S.

at Urunga Commercial (bank and branch)

for the period ended 27/1/74, 1974

Voucher No.	Cheque No.	Claimant		Amount to be recouped $ c
204	75652	E. Judd P.O. P/L		12.50
203	75653	Hodgson Bros P/L		14.80
206	75654	Coudi Farm Services		12.42
207	75655	Dept. of Primary Industry		1.80
208	75656	Telecom Accy w/e 16.1.74		1812.11
209	75657	Telecom Tele		299.91
210	75658	Urunga Trading Co P/L		91.00
211	75659	A.J. Hunt P/L		37.15

TOTAL .. .. $ 2072.38

Vouchers totalling $ 2072.38 were recouped on .....

Accountant,

per:

ADVICE OF RECOUPMENT

ST 8059—9 V C N BL G (T GOVERNMENT PRINTER

4

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST

A MEETING OF THE TRUSTEES WILL BE HELD AT VAUCLUSE HOUSE ON SUNDAY, 17TH FEBRUARY, 1974 AT 9.30 A.M.

A G E N D A

1. Apologies for absence.

2. Confirmation of Minutes of Meeting held 16th December, 1973 and Extraordinary Meeting held 20th January, 1974.

3. Matters arising from Minutes.

4. Correspondence.

5. General Business.

   (a) Insurances

   (b) Inventory of contents of Vaucluse House.

   (c) Security - Vaucluse House.

6. Secretary/Manager's report (will be available at the Meeting).

7. Finance.

   Accounts paid since the last Recoupment Summary was submitted to the Board are as detailed on Summaries as tabled. These have been passed by the National Parks and Wildlife Service and thus formal confirmation by the Board is now requested.

8. Any other business.

A.E. Hobson
SECRETARY/MANAGER.

VAUCLUSE HOUSE HISTORIC SITE TRUST

MINUTES OF MEETING HELD AT VAUCLUSE HOUSE HISTORIC SITE ON SUNDAY, 17TH FEBRUARY, 1974 AT 9.30 A.M.

PRESENT:	Mr. H.L. Yelland	President (in the Chair)
	Mr. M.D. Finlay	Vice-President
	Mr. G.J. Crouch	
	Mr. H.A. Pierce	
	Mr. K.R. Doyle	
	Mr. M. Herford	
	Mr. P. Cook	
	Mr. H.J. Snelling	(Counsellor)
	Dr. Cobden Parks	(Counsellor)
IN ATTENDANCE:	Mr. A.E. Hobson	Secretary/Manager
APOLOGIES:	Mr. J.R. Barrett	(Treasurer)

MINUTES: The Minutes of the previous full Trust Meeting held on Sunday, 16th December, 1973 and of the Extraordinary Meeting held on Sunday, 20th January, 1974 were confirmed.

MATTERS ARISING FROM PREVIOUS MINUTES:

(a) Insurances. The Vice-President outlined further developments since the last full Meeting of the Trust and it was noted that all policies apart from the Public Risk Policy were with the Government Insurance Office of N.S.W. He recommended that in keeping with Service policy we should consider transferring the Public Risk Policy to the G.I.O. providing the cover was as comprehensive as that already been given by A.G.C. Insurances. He further recommended that the current review of policies should be finalised by 30th June, 1974 and would be recommending that under new schedules certain policies should be amalgamated. The Vice-President then asked Mr. K.R. Doyle to acquaint the Meeting of his findings regarding the various fire insurances. Mr. Doyle considered that these were adequate if one was assessing the value of the buildings on a depreciated basis but were far from adequate if one were to view them in the light of current replacement costs. He recommended that consideration should be given to arriving at an insured value somewhere between depreciated value and replacement value.

Mr. Doyle then gave his findings regarding the Public Risk Policy and considered that it was adequate apart from the fact that it did not cover accidental poisoning. He recommended that in view of the low extra premium of approximately $20 per annum this risk shoudl also be covered under this policy.

The meeting agreed in principle that all recommendations made, to date, by the Vice-President and Mr. K.R. Doyle should be accepted, but that discussions should be held with the Manager of G.I.O. and, in view of the possibility of increased premiums a representative of the N.P. & W.S.

The insurances covering the contents of the House were then discussed and it was agreed that a new inventory should be compiled by Messrs. Cook and Herford with the assistance

of Mr. Stanley Lipscombe and that the final responsibility for producing this inventory should be vested in Mr. Cook. In view of the greatly increased value of the contents of the House it was further agreed that special sub-committee should be formed to deal with this matter consisting of the President and Messrs. Cook and Herford.

CORRESPONDENCE:

(a) A letter from the Director of N.P. & W.S. was tabled regarding the wearing of badges by members of Trusts on appropriate occasions. After some little discussion it was agreed this was a matter for individual decision by members but the Secretary/Manager was requested to obtain sufficient badges from the Service to cover Trust requirements.

(b) The President tabled a letter from Professor Lance of the "Friends" regarding the removal of up to 100 sq.ft. of the cement rendering on the east wall of the kitchens. Dr. Parkes advised that he had inspected this wall with a sub-committee of the "Friends" and a Consulting Architect and believed that the only way to find out the condition of the stone underneath the rendering was to let the "Friends" organise removal of part of the rendering. In view of these recommendations the Trust agreed to an experimental removal of part of the rendered surface at the expense of the Friends of Vaucluse House, under the supervision of the Secretary/Manager. It was further agreed, in principle, that the "Friends" should be involved in historical research relating to the construction of the House.

(c) The President then tabled a report he had received from Mr. Herford regarding security of the House and its contents and there was some discussion on the advisability of using volunteer or paid attendants. It was agreed that this matter should be left in abeyance in view of the fact that the Interpretations Division of the N.P. & W.S. had tentatively discussed the matter of properly trained personnel for this work with the Secretary/Manager. The matter of the glazing of certain paintings recommended by Mr. Herford was discussed and it was agreed that before any glazing was carried out advice should be sought from appropriate personnel of the Mitchell Library. Mr. Herford also mentioned that when making a survey of the paintings and other pictures in the House it appeared that one or two were missing and the President mentioned that according to his recollection some paintings were returned to the Mitchell Library some three or four years ago. The Secretary/Manager was therefore requested to attempt to locate these and find out what was happening.

(d) A letter from the Mitchell Library was read to the Meeting requesting an inspection of the paintings we had on loan from them and the Secretary/Manager was asked to make the necessary arrangements for this to be carried out.

GENERAL BUSINESS:

As the three items listed in the Agenda under General Business had already been dealt with under Matters Arising

and Correspondence it was agreed that the Meeting shoud pass on to Item 6, being the Secretary/Manager's Report.

SECRETARY/MANAGER'S REPORT: (For the months of December, 1973 and January, 1974.)

This was accepted and it was agreed that, in view of further information supplied verbally by the Secretary/Manager, the Blue Mountain's Exhibition be opened experimentally on the following weekend, Saturday, 24th and Sunday 25th February.

FINANCE:

The Secretary/Manager submitted Recoup Summaries Nos. 26 to 33. These had already been passed for payment and reimbursed by the N.P. & W.S. and formal confirmation by the Board was requested and given. The financial report for the months of November, 1973 and January, 1974 was accepted and it was noted with satisfaction that as at 14th February, 1974 the funds available in the Special Purposes Account totalled $15,739.23.

ANY OTHER BUSINESS:

The Secretary/Manager drew the attention of the Meeting to the fact that the end of the season at Nielsen Park was approaching and asked for guidance as to a definite closure date, bearing in mind that the Easter holidays this year occurred very late in the season between the 12th and 15th April. It was agreed that the swimming facilities at Nielsen Park should remain available to the public until Easter Monday and the exact date of closure thereafter should be left to the discretion of the Secretary/Manager.

Mr. Finlay mentioned that the large ornamental sign adjacent to the Kiosk in Vaucluse Park was, in parts, getting difficult to read. The Secretary/Manager advised that he had already noted this, not only on this sign, but on the ones at the entrance to the grounds in Wentworth Road and at the entrance to the beach paddock and was in touch with a signwriter regarding re-painting.

The President informed the Meeting that there had been some queries from the Taxation Department regarding the validity of a claim by members of the "Friends" for a tax reduction on account of their subscriptions. Mr. Snelling advised that the subscriptions were tax deductable providing the correct entry was made on the tax forms. It appears that some members had entered a claim as being a subscription to the "Friends of Vaucluse House", whereas the deduction should be claimed as a donation to the "Vaucluse House Museum Fund".

The President drew the Meeting's attention to the fact that the President and officials of the Nielsen Park Life Saving Club had experienced some difficulty with the disciplining of their members regarding the consumption of alcoholic beverages in the Club House and had appealed to the Trust, through the Secretary/Manager, for support in enforcing the by-laws of the Club which categorically state

that members are not allowed to consume alcoholic beverages on the premises or even bring them into the premises. The Trust agreed that full support in this matter should be given to the officials of the Life Saving Club who were only doing their best to enforce rules laid down by the Royal Life Saving Society to whom they are affiliated.

The President then mentioned the matter of the pre 1967 grant to Vaucluse House of $10,000 per annum made by the Woollahra Council which ceased when the House was declared an historic site within the meaning of the N.P. & W.L. Act of 1967 and came under the "umbrella" of the N.P. & W.S. It appeared that Woollahra Council might have considered renewing this grant providing it could be devoted entirely to improving the amenities of Vaucluse House and particularly to surrounding grounds but, having taken advice from the Director of the N.P. & W.S. it appeared that this would not be possible. A donation would be most gratefully accepted but it would have to be paid into the General Fund of the Service and would not necessarily be devoted to increasing the allocations to Vaucluse House Historic Site. In these circumstances it was felt that the matter should not be pursued further at the moment with Woollahra Council but that Mr. Doyle might have some private talks with the Minister for Lands with a view to finding out if it would be possible for such a donation to be devoted expressly to the needs of the Vaucluse House Historic Site.

GARDENER'S COTTAGE ~~ENGINEER'S COTTAGE~~ - VAUCLUSE PARK:

The Secretary/Manager advised that he had experienced considerable difficulty in getting any type of quotation for the rendering of the internal walls of the Cottage. Five firms who had been contacted indicated that they were only prepared to do it on a time, materials and labour basis, as they were far too busy to quote and they could probably start on the job, providing they got the order immediately, in approximately three months time.

Mr. J.H. Batt of Strathfield had visited the site late one evening at the request of Mr. J. Hunt, Engineer of Woollahra Municipal Council after he had been asked to recommend someone by Mr. Herford. After viewing the interior of the Cottage with the writer Mr. Batt indicated that he would only be prepared to do the job on a time and labour basis as he was full up with work to keep him busy for the next six months.

One quotation, however, was provided by Mr. J. Andrew of J.A. Andrew & Co. Pty. Ltd., who have been the plasterers employed by the Trust for many past years. His quotation was presented to the Meeting and everyone agreed that it was very reasonable and in view of the fact that many members of the Trust knew that he would do a sound and workmanlike job it was agreed that his quotation should be accepted. However, in view of the fact that there was

considerable work to do in other fields such as carpentry, plastering, electrical re-wiring and painting it was considered essential that no actual work should start on the Cottage until quotations had been received for all other work involved. Dr. Parkes agreed that he would write up specifications so that further quotations for the ancillary work could be obtained.

As there was no further business to discuss the Chairman declared the Meeting closed at 11.50 a.m.

Signed as true record

_____Chairman

11 3 74

_____Secretary/Manager

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST

REPORT FOR FEBRUARY, 1974

FROM: Secretary/Manager TO: The Trustees

Gentlemen,

The most important development in the past month is that without the benefit of the advice of a full Trust Meeting we had to provide the Service with a major projects budget covering the next five years of operation, inside seven days. After a rapid consultation with the President and by once again "burning the midnight oil" I managed to get our estimates in to the Department by the deadline date. Our submissions will be presented for discussion under Item 5(a) of the Agenda of the meeting to be held on 17th March, 1974.

STAFF

Mrs. Phyllis Hall, my new Senior Clericaal Assistant is, as I anticipated, proving to be a most valuable member of staff. She has rapidly familiarized herself with the routine work of the office enabling me to devote much more time to management problems and to start laying the foundations for the introduction of more modern systems.

Mr. Michael Gaul, our Assistant Gardener for over three years resigned during the month to take up a position as Head Gardener at the Sacred Heart Convent, Vaucluse. He has been replaced by a Mr. A.W. Simpson.

I regret to report that Mr. Niels Bronkhurst, right hand man to the Head Gardener suffered a broken big toe whilst collecting the manure from the Police Stables and will not be able to return to work for three or four weeks. His injury is covered by Workers' Compensation.

Mr. Philip Jackson, Gardener's Labourer, took his annual leave during the month.

Despite these upheavals in the Grounds Staff, Mr. John Kearney has kept the gardens looking as beautiful as ever.

Mrs. Kearney has recently been taken ill and it is possible that she might have to go into hospital for observation and perhaps an operation. In this event, Mrs. Hobson will take over her duties until Mrs. Kearney is fit to return to work.

VAUCLUSE HOUSE AND PARK.

New skirting boards have been fitted in the hall to replace those damaged by white ant; the built-in wall cupboard in the general office has been made good -- one side has been fitted with an easily removable panel permitting examination of the wall structure when required. Other damaged woodwork on upstairs landings and in the Guests' Diningroom will be replaced or repaired in the near future. Wallpaper stripped off on the Morning room, when architraves round the door were renewed has been replaced. An order has been given to J. Andrews & Co. Pty. Ltd. for making good damaged plaster in the kitchen and scullery and in various other places around the house, preparatory to painting. Two small sections of cement rendering have been removed on the external east wall of the kitchens. As this revealed very rough undressed stone held together with old lime-sand mortar the writer halted any further stripping until further discussions could take place between the Trust and the "Friends".

A photographer obtained by Mr. Herford has photographed every major item in the House in preparation for the new Inventory.

STABLES

The former paint shop has now been cleaned out. All items of worth have been carefully stored in the loft and the rubbish has been removed ready for disposal.

GARDENER'S COTTAGE.

A provisional quotation for plumbing work required has been obtained from Mr. G. Marler and Mr. Cameron has been requested to examine the cottage with a view to making recommendations regarding renewal of the electric wiring -- he feels that it may not be necessary to renew completely, but will tender his advice with his quotation .

Dr. Parkes will be preparing exact specifications for all work required, but concurred with initial action taken by the writer.

General maintenance of the grounds continues, but we are fighting a losing battle attempting to keep the Beach and Beach Paddock clean. Flotsam from the harbour is the major problem but jetsam is far greater than one would anticipate in a civilised society.

BLUE MOUNTAINS EXHIBITION.

The experimental opening on Saturday 23rd and Sunday, 24th February was disastrous -- one panel fell out completely and five ornamental screws were removed by light fingered visitors. Discussions are in hand with Interpretations Division of the Service and BKS displays on methods of rendering the exhibit visitorproof.

STREET DIRECTIONS. VAUCLUSE HOUSE

The writer has now toured the area with a Mr. Stuart of the Engineer's Department of Woollahra Council, who will be putting our request and his recommendations before Council.

SIGNWRITING

The writer has had a consultation with Mr. R. Tullipon who has done good work for us in the past and he has submitted a quotation for re-painting all the big shield signs. The text on some of the signs requires up-dating and the writer is proposing to discuss this with the Executive.

PUBLICATIONS

The re-printed House Guides are still not to hand from Interpretations Division despite continued pressure by the writer. Apart from ten held for emergencies we have been completely out of stock for three weeks. Over 8,000 of the outdated "Histories" published in 1959 have been sold at the reduced price since mid-October, 1973. The remainder should be sold within the next two or three weeks.

Stocks of some postcards are getting low and the writer recommends that the Trust gives consideration to having a new series of photographs taken, instead of re-ordering from the current series.

INSPECTION OF PAINTINGS ETC. BELONGING TO THE MITCHELL LIBRARY.

This has been arranged for Friday afternoon the 15th March, 1974.

A.E. HOBSON
Secretary/Manager

FINANCIAL REPORT

Admissions to Vaucluse House

February, 1974

Ticket Values		No. of Admissions	Income
50¢		3538	$1,769. 00
30¢		112	33. 60
20¢		452	90. 40
10¢		434	42. 40
Coach Tours and Party admissions by voucher	50¢	2736	1,111. 00
	20¢	15	
	10¢	137	
		7,424	$3,046. 40

Admissions to Nielsen Park

5¢	3,586	179. 30
20¢	4,866	973. 20
Season Ticket ½		4. 00
Other Income: Car Park, Toilets. etc.		298. 48
	8,452	$1,454. 98

Revenue

Indifferent weather contined to adversely affect income from Nielsen Park, but total income for the month inclusive of admissions, sales, rents etc. was $5,118.14 of which General Revenue due to N.P. & W.S. was $3,319.99 whilst $1,798.15 was a credit to the Special Purposes Account.

Budget

The official return from the Finance Dept. of N.P. & W.S. to 31.1.74 shows that we are still operating within budget for the first 7 months of the current financial year.

Special Purposes Account

STATEMENT OF REVENUE & EXPENDITURE

There was no expenditure from the Special Purposes Account during February, 1974.

Item	DR.	CR.
By Balance brought forward at 1.2.74		$17,521.28
By Revenue, admissions and sales		1,798.15
To Balance carried forward at 28.2.74	19,319.43	
	$19,319.43	$19,319.43

Value of outstanding accounts to be cleared through Special Purposes Account, $1,502.00

Therefore Special Purposes Funds available at 12.3.74 = $17,817.43.

Secretary/Manager.

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 34 Park code 26

EXPENDITURE FROM ADVANCE A C OF Woodside Flower HS

at Lower Hutt - Lower Hutt (bank and branch)

for the period ended 29th [illegible], 1974

Voucher No.	Cheque No.	Claimant		Amount to be recouped
				$ c
212	575660	[illegible] wk 16.1.74		110.03
213	575661	Swamp Tour wk 23.1.74		267.46
214	575662	Petty Cash		26.50
215	[illegible]	[illegible]		1.21
216	15164	[illegible]		5.00

TOTAL $1751.25

Vouchers totalling $1751-25 were recouped on [illegible]

Accountant

per:

ADVICE OF RECOUPMENT

BT 8059-3 V C N BL GHT GOVERNMENT PRINTER

378/6 97

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 35 Park code 26

EXPENDITURE FROM ADVANCE A/C OF Dundas House H.F.

at Lower Eardley - Eardley (bank and branch)

for the period ended 31st January, 1974

Voucher No	Cheque No.	Claimant		Amount to be recouped
217	71663	Price's P/L (Lower Eardley)		~~452-22~~ ~~425-22~~ 425-22
218	57466	Cundell's Fruit Emporium		5.50
*219	57467	Rose Bay Flowers		15.00
220	57468	E. Marden - Plumber		48.00
*221	57469	Hunt S Potter P/L		126.95
222	575670	Eastern Oil (Inst.) P/L		18.10
223	71641	Wages fund w/e 30.2.74		1371.95
224	71642	Petty Cash Voc w/e 30.2.74		216.84

* SPECIAL PURPOSES A/C
Code 250-13-26-28
Total = $141.95

Adjustments

Add	Unrecouped	R/S 26 Fr. 189		$1-00	
	"	R/S 26 Fr 164		~~08~~ 1-08	
Less	Overcouped	R/S 13	31c		
		R/S 53	70c	1-01	

Wrong
John MacFadyen
will adjust
2145.1

(+) 07

TOTAL .. .. $ ~~2,2[illegible]~~ ~~2237-66~~ 2237-66

Vouchers totalling $ 145-71 were recouped on [illegible]

Accountant,

per:

ADVICE OF RECOUPMENT

5/2/74

ST 9059 3 V C N BLIGHT GOVERNMENT PRINTER

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST

A MEETING OF THE TRUSTEES WILL BE HELD AT VAUCLUSE HOUSE ON SUNDAY, 17TH MARCH, 1974 AT 9.30 A.M.

A G E N D A

1. Apologies for absence.
2. Confirmation of Minutes of Meeting held 17th February, 1974.
3. Matters arising from Minutes.
4. Correspondence.
5. General Business.
   (a) Estimates for major projects 1974-1979.
   (b) Insurances.
   (c) Inventory of contents of Vaucluse House.
   (d) Gardener's Cottage, Vaucluse Park.
6. Secretary/Manager's report.
7. Finance.

   Accounts paid since the last Recoupment Summary was submitted to the Board are as detailed on Summaries as tabled. These have been passed by the National Parks and Wildlife Service and thus formal confirmation by the Board is now requested.
8. Any other business.

A.E. Hobson
SECRETARY/MANAGER.

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST.

MINUTES OF MEETING HELD AT VAUCLUSE HOUSE HISTORIC SITE
ON SUNDAY, 17TH MARCH, 1974 at 9.30 A.M.

PRESENT:

Mr. H.L. Yelland	President (in the Chair)
Mr. M.D. Finlay	Vice-President
Mr. J.R. Barrett	Treasurer
Mr. K.R. Doyle	
Mr. M. Herford	
Mr. H.J. Snelling	(Counsellor)

IN ATTENDANCE: Mr. A.E. Hobson Secretary/Manager

APOLOGIES: Messrs. Crouch, Cook and Dr. Cobden Parkes

MINUTES: The Minutes of the previous Meeting were confirmed.

MATTERS ARISING FROM PREVIOUS MINUTES:

(a) N.P. & W.S. Badges for Trust Members.

The Secretary/Manager advised that supplies of these had been requested.

(b) East Wall of Kitchens.

In connection with a letter tabled at the last Meeting from Professor Lance of the "Friends" regarding the removal of up to 100 sq. ft. of the cement rendering of the east wall of the kitchens, the Secretary/Manager advised that after two small portions had been removed he had decided to stop further removal of the rendering pending further discussions with the Trust and the "Friends". The President had endorsed the action taken in view of the rough state of the stonework exposed and this was confirmed by Trustees present at the Meeting.

(c) Inspection of paintings by a representative of the Mitchell Library.

The Secretary/Manager advised that a survey had been completed and the inspecting officer from the Mitchell Library had expressed general satisfaction with the condition of the paintings and other articles belonging to them and that in the near future she would be arranging to have them photographed for inventory purposes. She also advised that none of the Mitchell Library oil paintings should be glazed.

CORRESPONDENCE:

(a) The Secretary/Manager tabled a letter from Mr. G.J. Crouch indicating that he would be overseas from 25th February, 1974 to 2nd April, 1974.

(b) A long and involved letter was tabled from the previous Secretary/Manager, Mr. J.H. Gale, replying to a request for the payment of $355.30. After some discussion during which Mr. Barrett and other members of the Trust refuted all remarks made by Mr. Gale regarding accommodation, etc. during the early part of his service with the Trust, Mr. Finlay recommended that a reply be sent to Mr. Gale indicating that the claims made are not in accordance with the facts as known to the Trust and that in the circumstances the whole matter be referred to the N.P. & W.S. for further consideration.

(c) A letter from the Director of the N.P. & W.S. was read relating to warrants for members of Trusts. No member of the Trust had ever heard of these before but the Secretary/Manager was instructed to write to the Director requesting that the necessary warrants be issued to all existing members.

(d) A copy of a letter from the Director of N.P. & W.S. to the Department of Services and Property relating to fencing between Nielsen Park and Strickland Hospital was considered together with a footnote from the Director asking if the Trust was prepared to allocate any sum towards the cost of erecting a new fence. After some discussion it was agreed that the existing fence, which was in a section of Nielsen Park rarely used by the public, affords us all the security and demarcation which is required and the Trust could therefore see no valid reason for being involved in an expense which would have no advantage either to the Trust or the N.P. & W.S. The Secretary/Manager was instructed to advise the Director accordingly. For further reference, if required, he was also requested to obtain a copy of or information on the Dividing Fences Act.

(e) A general policy letter from the N.P. & W.S. was read and the contents noted.

(f) An invitation had been received for members of the Trust to attend the N.S.W. Lifesaving Championships at the Nielsen Park pool on 31st March, 1974. It was agreed that the Trust would be represented by Mr. K.R. Doyle who had already been invited to attend in his capacity as local M.L.A. (This event was subsequently cancelled due to the destruction of the sharkproof nets by heavy seas).

GENERAL BUSINESS:

(a) <u>Estimates for major projects 1974-79</u>.

The President advised the Meeting that on 19th February, 1974 the Secretary/Manager had been requested by the N.P. & W.S. to submit a list of major projects to be carried out over the next 5 years. With a deadline date for submission of 26th February, 1974 emergency action had, of necessity, to be taken and after a discussion between the President and Secretary/Manager the required submission was made by the due date and involved a total cost approaching $250,000. The President went through each item and the Meeting fully endorsed the action taken. Some discussion then took place regarding the refurbishing of the kitchens and Gilberthorpe's Room as an addition to the estimates already submitted. The Secretary/Manager advised that the submissions already made were for projects costing in excess of $10,000 and he felt that any proposed work on the area in question could be covered from moneys available in the general annual budget. The President felt that it was very desirable that whatever was done in the future should be carefully considered and recommended the formation of an advisory panel to continue restoration work already done. It was suggested by Mr. Herford that in addition

to Trust members the panel should consist of possibly Mr. Stanley Lipscombe, two dealers in antiques and paintings, an historian plus three members appointed by the "Friends of Vaucluse House". In view of his remarks the President requested that Mr. Herford draw up a suggested scheme for the establishment of such a panel with guidelines concerning its operation.

(b) Insurances.

The President once again thanked members of the Trust who had been involved in the detailed review of our insurances. In view of the much higher premiums which it will be necessary to pay he felt that it was most desirable that a sub-committee should be formed consisting of a representative of the G.I.O., a member of the H.Q. staff of the N.P. & W.S. and three or four members of the Trust. With this in view he suggested that there should be a preliminary discussion with the General Manager of the G.I.O. or his appointee, the Director, N.P. & W.S. and the members of the Trust who had been involved in the recent survey. He suggested that this should take the form of a working luncheon meeting in the Boardroom on Tuesday, 2nd April, 1974 if this date was convenient to all concerned. The Secretary/Manager was requested to make the necessary arrangements.

(c) Inventory.

Mr. Herford advised that all the necessary photographs for the inventory had been taken and were now in the possession of the Secretary/Manager who had brought a set of the slides to the Meeting for examination by the Trustees. It appeared that Mr. Stanley Lipscombe was too busy at the moment to proceed with the inventory and Mr. Herford was looking around for someone else to undertake this task.

(d) Gardener's Cottage - Vaucluse Park.

In view of the difficulty experienced in obtaining competitive quotations for the renovation of the cottage the Meeting agreed that the quotations which had already been received from our regular contractors, which appeared to be very reasonable, should be accepted and work should go ahead immediately under the day to day supervision of the Secretary/Manager and the overall surveillance of Dr. Cobden Parkes.

SECRETARY/MANAGER'S REPORT:

This report having been circulated was formally accepted by the Trustees present and the quotation received from Bondi Signs for repainting of various signs was approved.

Some discussion then took place regarding the future use of the former paint shop and it was agreed that the Secretary/Manager should have all the necessary pointing done to the walls and that it should be repainted pending a decision on his recommendation that it should be used as a combined records, archives and historian's research room.

It was also agreed that an acquisitions register should

be re-started for items donated or loaned to the House. It appears that a former acquisition register was allowed to lapse some years ago.

The financial report was accepted and Mr. Finlay felt that it could be of some advantage for comparisons of admission figures to be made with previous similar periods. The Secretary/Manager advised that he had this is mind and would provide the necessary figures but eventually would get these on to graphs for easy comparison.

Formal approval was given by the Board to accounts paid and recouped in summaries 36 to 39 as tabled.

OTHER BUSINESS:

(a) New Gates.

During the previous month the Secretary/Manager had suggested to the President that the installation of new gates to the courtyard and to the west paddock would be necessary during the next 12 months as the existing gates, particularly in the courtyard, were approaching the end of their useful life. It was agreed that the Secretary/Manager should look into the question of wrought iron gates to replace those in the courtyard with special attention to the design so that it would not only be in keeping with the correct period of the House but would provide maximum security. Insofar as the west paddock gates are concerned, as this matter was not of immediate urgency, the matter should be deferred until the next financial year.

(b) The Secretary/Manager advised that there was considerable erosion of some of the stonework in the west tower block and wing particularly in the wine cellar and whilst a complete survey of the fabric of the House had been allowed for in the next five year programme he felt that some interim work was required to ensure the stability of the structure. It was agreed that he should look around for a suitable stonemason to carry out the work as reinforcing with concrete was not aesthetically desirable.
In connection with this the President considered that an architectural survey was required as soon as possible despite the fact that this had already been requested in the 5 year plan, and he proposed discussing the matter with Mr. Richard Rowe of the "Friends".

(c) Re-wiring of Electrical Installation in House.

When this is done under the proposed 5 year plan it was suggested by a number of members of the Trust that consideration should be given to hiding the switches or at least making them much less obtrusive than they are at the present time. The Secretary/Manager undertook to discuss this matter with our electrician at the appropriate time.

(d) A Life of William Charles Wentworth.

Mr. Snelling advised that he understood that a new book on the life of William Charles Wentworth was being prepared

by the Royal Australian Historical Society. It was agreed that a copy of this should be purchased as soon as it was published.

There being no further business to discuss the Chairman closed the Meeting at 11. 55 a.m.

Signed as true record

Chairman.

21/4/74

Secretary/Manager.

21-4-74

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST

REPORT FOR MARCH, 1974

FROM: Secretary/Manager TO The Trustees

Gentlemen,

STAFF.

There has been an almost complete turnover of gardening staff during the past six weeks but we have been fortunate in obtaining the services of an experienced gardener, Mr. Ken Caves aged 50 years who, we hope, will stay with us and become right hand man to Mr. Kearney. Other new members of the gardening staff are Mr. Tom Whitty and Mr. C. Dunn. The latter is somewhat unreliable as far as time keeping is concerned and will probably be replaced in the near future.

With the closing of Nielsen Park Swimming Enclosure Mr. Westbrook will be proceeding on holidays on 22nd April, 1974 for one month. During his absence Mr. S. Walker will be in charge of Nielsen Park assisted at the weekends, as required, by casual ranger, Mr. G. McLean.

During the month of May, House Attendants, Messrs. J. Kennedy and W. Burt will be taking leave due to them but Mr. Kennedy will be working on the Saturdays and Sundays in place of Mr. Burt and during the week Mrs. Hobson will be assisting as House Attendant. Mrs. D. Kearney will be going into hospital for three days early in May for a further check up and Mrs. Hobson will undertake her duties as required.

VAUCLUSE HOUSE.

All painting of new woodwork recently installed in the House has been carried out and general maintenance has continued.

Mr. Randall Reed who was engaged by Mr. Herford has commenced compilation of the inventory. His charge for this work will be $500.

On Tuesday, 2nd April, 1974 at 2.50 p.m. an unidentified person phoned the House saying that it was about to be blown up. There were approximately 150 people in the House at the time who were evacuated in an orderly manner without panic. The House was closed for one hour whilst Mr. Kennedy and the writer examined every possible place where a device might have been hidden. The gardening staff in the meantime searched all out-buildings and of course the police were called immediately. They did a further inspection with the writer and we concluded that the whole thing was a hoax. The President was advised what had happened and fully concurred with the course of action taken.

In consultation with Mrs. Snelling, material for the manufacture of replacement curtains for the Drawing Room, has been selected and the work put into the hands of Mansours.

VAUCLUSE PARK.

The bridge adjacent to the old laundry which was demolished by a run-away car has now been repaired and repainted.

Certain sections of new fencing have been installed adjacent to the south eastern gates and general repair of the fencing around the periphery of the park is proceeding.

Mr. John Kearney has started his winter work programme in the park which will include repair of the fountain, the pool of which is leaking badly, repair work to the footpaths, filling of the ground in the paddocks, where required, removal of dead branches, etc. Mr. Kearney and the writer are proposing to make a thorough inspection of all wooded

areas in the park with a view to removing dead and dying trees. In connection with this it may be necessary to bring in outside contractors for the heavy work.

Disturbances in the Park.

Twice during the last month "bikies" attempted to use the south and east paddocks as grass tracks but the writer was able to deal with them satisfactorily. There have been no further disturbances for over a fortnight. However, the writer was not so successful in dealing with two local youths living in Olola Avenue, namely Tony Phipps and Alan Pearlman who were using the south paddock for Rugby practice during the Easter weekend. They were rude and abusive to the writer when he advised them that ball games and practice were not permitted in the park and refused, when requested, to desist. This left the writer no alternative but to put the matter in the hands of the police and we understand that both of these persons have now been interviewed by Sgt. Behrenger of the Vaucluse Police Station who has cautioned them and it is now hoped that the writer will have no more trouble in this direction.

STABLES.

The very rusty wire screens enclosing the display of coaches have now been painted with a heavy zinc metal paint as instructed by the President. This should preserve them for some considerable time.

All necessary filling work has been carried out on the interior walls of the old paint shop and repainting will commence in the near future.

GARDENER'S COTTAGE.

The renovation work is going well with complete co-operation between the plumber, plasterer and electrician, all in accordance with the instructions given by the Board at the last Meeting. The writer has kept Dr. Parkes advised by telephone of the progress made but unfortunately Dr. Parkes has not been able to visit the site due to being without petrol for some considerable time. He doubted if he would be able to visit the site before proceeding on a fortnight's holiday on Thursday 18th April, 1974.

PROPOSED EXHIBITION ROOMS IN STABLES.

At the request of the President the writer is arranging to have these cleaned out and the various showcases arranged for the display of Wentworth relics and other items of interest. Through the good offices of Mr. Kiernan, David Jones Ltd., have presented us with an excellent model, complete with wig, for the display of the 1865 dress donated some few months ago. This will be housed in the spare costume case which is already in these rooms. Arrangements have been made for the necessary glazing to be done and for the case to be painted.

B.K.S. Displays have still not carried out the required repair work on the Blue Mountain's Exhibition but the writer is continuing to pressure them into getting this work done as soon as possible.

Captions have now been placed above the portraits of the Governors and the photograph of Sir Roden Cutler is in position.

STREET DIRECTIONS, VAUCLUSE HOUSE.

Installation of four new signs have now been approved by Woollahra Municipal Council at points agreed with the Engineer's Department and the necessary payment of $15.00 per sign has been made so that this work can be put in hand immediately.

PUBLICATIONS.

Emergency printing of 3,000 House guides have now been received and it is hoped that the total quantity ordered by the Interpretations Division of the N.P. & W.S. will be available before these emergency supplies run out.

LONGHURST DRAWINGS.

Due to extreme pressure of work in the Interpretations Division of the N.P. & W.S. they indicate that they could not undertake to look at these for at least another 3 to 4 months and after discussions with Messrs. Beaman and Sillitoe the writer, upon their recommendation, put the whole matter into the hands of Mr. Jay Hannon who has done a lot of similar work in the past for the Department. Mr. Hannon will be going into the costs of reproduction, economical quantities and suggesting various sales outlets in addition to the normal ones at Vaucluse House itself and the N.P. & W.S. It is hoped to have Mr. Hannon's advice and reports available early in May.

A.E. Hobson
SECRETARY/MANAGER.
17th April, 1974.

FINANCIAL REPORT.

Admissions to Vaucluse House.

March, 1974

Ticket Values	No. of Admissions	Income
50¢	3775	1887.50
30¢	55	16.50
20¢	600	120.00
10¢	539	53.90
Coach Tours & 50¢	2500	1250.00
Party Admissions 20¢	85	17.00
by Voucher 10¢	326	32.60
	7880	$3377.50

Admissions to Nielsen Park

Ticket Values	No. of Admissions	Income
5¢	3391	169.55
20¢	5151	1030.20
Lockers 10¢ (123)		12.30
Cubicles 25¢ (50)		12.50
Other income, toilets, car park, etc.		154.22
	8542	$1378.77

Revenue

Once again inclement weather adversely affected income from Nielsen Park. Total income for the month inclusive of admissions, sales, rents, etc. was $5,622.50 of which General Revenue due to N.P. & W.S. was $3,666.45 whilst $1,956.05 was credited to the Special Purposes Account.

Budget.

Official Returns for the 9 months of the fiscal year to 31.3.74 are not yet to hand from N.P. & W.S. but our own records show that we are operating within the budgetted allocations.

Special Purposes Account.

Statement of Revenue & Expenditure.

Item	Dr.	Cr.
By balance brought forward at 1.3.74		$19,319.43
To		
Rose Bay Flowers (Mrs McCole)	15.00	
J. Weiner (Inventory Transparencies)	227.50	
Abalon Hirings for Chairs	31.40	
Golden Sheaf Hotel - beer	85.92	
By Revenue, admissions & sales		1,956.05
To Balance carried forward at 31.3.74	20,916.16	
	$21,275.48	$21,275.48

Commitments

	Dr.
Boiler for Kiosk	1,502.00
Gardener's Cottage - Vaucluse Park say,	7,500.00
Inventory by Mr. Randall Reed	500.00
Curtains for Drawing Room	360.52
	$9,862.52

Therefore Special Purposes Funds
available at 16.4.74 $11,054.16

A.E. Hobson
SECRETARY/MANAGER.

VAUCLUSE HOUSE HISTORIC SITE

MEMORANDUM.

RE FINANCIAL REPORT - MARCH, 1974.

With reference to the query made by Mr. G.J. Crouch regarding the entry in the Special Purposes Account for the supply of beer from the Golden Sheaf Hotel for the R.A.N. Band on the 20th February, 1974 will you please note that there was a typographical error and this amount should be $25.92 and not $85.92. This makes the balance carried forward as at 31st March, 1974 $20,976.16 and after taking into account commitments the available Special Purposes Account as at 16th March, 1974 is $11,114.16.

Please accept the writer's apologies for not having noticed this error prior to the financial statement being duplicated.

A.E. Hobson
SECRETARY/MANAGER.

22nd April, 1974.

TO: All Trustees.

5

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 36 Park code 26

EXPENDITURE FROM ADVANCE A C OF Warden House H.S,

at Reserve Bank, Bondi Junction (bank and branch)

for the period ended 7th + Sundry , 1974

Voucher No.	Cheque No.	Claimant		Amount to be recouped
				$ c
225	575673	Payroll Tax for June 1974		240.57
226	575674	Olivetti Qust P/L..		69.00
[illegible]		[illegible]	[illegible]	8.38
[illegible]		[illegible]	[illegible]	269.21
[illegible]		Tumut Timber P/L..		31.00
230	575678	———	———	38.00

Refunding of Sup Acc. ... and (i) 221 (Cash, ...) Credit A/c ... 141.15

not recouped on R/S No 35.

Credit Sup Acc 3[illegible] Expense A/c ...

250-13-2-28.

$2228.41

TOTAL .. .. .. $ 2086.141

Vouchers totalling $ 2228-41 were recouped on ———

Accountant,

per:

ADVICE OF RECOUPMENT

ST 5059-3 V C N BLIGHT GOVERNMENT PRINTER

363/74 104

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 37 Park code 26

EXPENDITURE FROM ADVANCE A/C OF Director, Head Office

at Head Office, Canberra (bank and branch)

for the period ended 16th January , 19 74

Voucher No.	Cheque No.	Claimant		Amount to be recouped
				$ c
231	575679	M.W. & S.D. Board		105.95
232	575680	Lawson Jan (and) Nat		196.65
233	575681	Eddison Dist (and) Nat		45.91
234	575682	Commonwealth Bldgs Perth		92.10
235	575683	F.X. Plastics P/L		6.71
236	575814	Kodak (Aust) P/L		343.07
237	575855	Federated Eng Pty Ltd		1482.14
238	575856	Commissioner of Taxation		214.69
239	575857	Thomas Industries P/L		48.00

TOTAL .. .. $ 2,590.22

Vouchers totalling $ 2590-22 were recouped on .....

Accountant,

per:

ADVICE OF RECOUPMENT

67 8059-3 V C N BLIGHT GOVERNMENT PRINTER

109

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 38 Park code 26

EXPENDITURE FROM ADVANCE A/C OF Darwin Weekly H.S.

at Westpac Bank Casuarina (bank and branch)

for the period ended 22nd February, 1974

Voucher No.	Cheque No.	Claimant		Amount to be recouped
				$ c
240	575688	Trans Trading Co P/L		40.00
241	575689	Johnson Lloyd & Co P/L		1223.70
242	575690	Commissioner of Taxation		221.19
243	575691	Petty Cash		39.38
244	575692	Copy Cat Printing Rose Bay.		9.60
245	575693	Eastern Suburbs Linen Supply		14.00
246	575694	Smiths Crane P/L		22.07
247	575695	J. M. Bloem.		35.00
248	575696	Nanambra Flags & Pennants		49.50
249	575697	Commonwealth Govt Printer		1460.64
			TOTAL	$3125.08

Vouchers totalling $ 3125.08 were recouped on .....

Accountant,

per:

ADVICE OF RECOUPMENT

ST 3088—3 V. C. N BLIGHT, GOVERNMENT PRINTER

A/c 213

NATIONAL PARKS AND WILDLIFE SERVICE

RECOUP SUMMARY 37 Park code 26

EXPENDITURE FROM ADVANCE A/C OF Ulu[illegible] Park

at [illegible] (bank and branch)

for the period ended 28th February, 1974.

Voucher No.	Cheque No.	Claimant		Amount to be recouped
				$ c
250	57714	[illegible]		[illegible]
251	575691	Commissioner of Taxation		220. 79
252	57700	Forests Industry Corp F/L		44. 60
253	57701	Forests Industry Corp F/L		32. 00
254	75762	Legal Aid Comm for January 74		206. 62

TOTAL .. .. $ 1,717.97

Vouchers totalling $ 1717-97 were recouped on _____

Accountant,

per

ADVICE OF RECOUPMENT

ST 8058—9 V. C. N. BLIGHT, GOVERNMENT PRINTER

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 40 Park code 26

EXPENDITURE FROM ADVANCE A/C OF [illegible]

at Rural Bank - [illegible] (bank and branch)

for the period ended 7th March, 1974

Voucher No.	Cheque No.	Claimant		Amount to be recouped $	c
255/6	575713/4	[illegible]	1 - 74	[illegible]	14
		4) Commissioner i/ Jastice		218.	15
257	575705	Kelamazoo (Aust) Ltd.,		32.	10
258	575706	Edward H. O'Brien I/L.		30.	66
* 259	575707	Abalon Harness I/L		31.	66
260	575708	Lynch Distributors P/L		15.	72
261	575709	St. Vincents Hospital		7.	00
262	575710	Sydney County Council		226. 13.	67
* 263	575711	Golden Sheaf Hotel		25.	92
264	575712	Woollahra Council		104.	00

* Special Purposes a/c
(#36-92)(250-13-26)

TOTAL .. .. $ 1,435. 9.

Vouchers totalling $ 1925-[illegible] were recouped on [illegible]

Accountant,

per:

ADVICE OF RECOUPMENT

ST 8059—3 V. C. N. BLIGHT, GOVERNMENT PRINTER

410/2 112

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 41 Park code 21

EXPENDITURE FROM ADVANCE A C OF [illegible]

at Kwinana Bank . Branch (bank and branch)

for the period ended 14.3.74, 1974

Voucher No.	Cheque No.	Claimant		Amount to be recouped
				$ c
*			*	
265	575713	Ian D [illegible] Pty/Ltd		227 [illegible]
266	575714	Frances Trading Co. P/L		48.00
267/1	575715/6	[illegible] w/e 1.3.74		1201.33
		Commissioner of Taxation		219.25
269	575717	P.M.G. Telephone A/c		19.40
270	575718	Dr. Colin Love		17.60
271	575719	Miller Hopkins [illegible] Textiles		112.[illegible]
272	575720	Kentolaid P. Limited		104.00
273	575721	[illegible]		46.98
274	575722	G. Marler. Plumber.		8.50
275	575723	Hopkins & Whyte P/L		6.84
276	575724	Caltex Oil (Aust) P/L		33.13
277	575725	A. McCabe. Vouchers H. Kiosk		12.00
278	575726	Bonaci Kanon Henry, Lizzie		8.01

* SPECIAL PURPOSES ACCOUNT ($227.50) (250-13-26)-28)

TOTAL $2,145.22

Vouchers totalling $ [illegible] were recouped on [illegible]

Accountant,

per:

ADVICE OF RECOUPMENT

ST 5058-3 V. C. N. BLIGHT, GOVERNMENT PRINTER

VAUCLUSE HOUSE - NIELSEN PARK HISTORIC SITE TRUST

A Meeting of the Trustees will be held at Vaucluse House on Sunday, 21st April, 1974 at 9.30 a.m.

1. Apologies for absence.

2. Confirmation of Minutes of Meeting held on 17th March, 1974.

3. Matters arising from Minutes.

4. Correspondence.

5. General Business.

   (a) Gardener's Cottage, Vaucluse Park.

   (b) Inventory.

   (c) Admission Fees - Nielsen Park Swimming Enclosure.

6. Secretary/Manager's Report.

7. Finance.

   Accounts paid since the last Recoupment Summary was submitted to the Board are as detailed on Summaries as tabled. These have been passed for payment by the National Parks & Wildlife Service and the formal confirmation by the Board is now requested.

8. Any other business.

A.E. Hobson
SECRETARY/MANAGER.

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST.

MINUTES OF MEETING HELD AT VAUCLUSE HOUSE HISTORIC SITE ON SUNDAY, 21ST APRIL, 1974 AT 9.30 A.M.

PRESENT: Mr. H.L. Yelland President (in the Chair)
Mr. G.J. Crouch
Mr. H.A. Pierce
Mr. M. Herford
Mr. P. Cook

IN ATTENDANCE: Mr. A.E. Hobson (Secretary/Manager)

APOLOGIES: Messrs. M.D. Finlay, J.R. Barrett, K.R. Doyle, H.J. Snelling and Dr. Cobden Parkes.

MINUTES: The Minutes of the previous Meeting were confirmed.

MATTERS ARISING FROM PREVIOUS MINUTES:

(a) Insurances.

The President reviewed the position to date and reported that at the luncheon meeting in the Boardroom on Tuesday, 2nd April, 1974 it had been agreed with the Director of the N.P. & W.S. and the Deputy General Manager of the Government Insurance Office that a sub-committee should be formed to formulate a complete plan covering all insurances. This plan to be ready by the end of the current financial year on the 29th June, 1974. The sub-committee to consist of the President and Messrs. Finlay, Doyle and Herford, representing the Trust, plus appointees from the N.P. & W.S. and the G.I.O. The President to be the convenor of meetings.

(b) New Gates.

The President advised that he had consulted Mr. Richard Rowe of the "Friends" regarding suggested designs for new gates to the courtyard and the west paddock and he had suggested a Mr. Clive Lucas as an advisor. The President will be contacting Mr. Lucas in the near future.

(c) Historical Publications.

Arising from an agreement to purchase a new book on the life of W.C. Wentworth now being prepared by the Royal Australian Historical Society, the President asked if there was sufficient money available for researching with a view to the Trust publishing a book of its own. The Secretary/Manager indicated that, in his opinion, there would be sufficient money to cover such a project from the Special Purposes Account. The President suggested, therefore, that he should contact Professor J. Ward of the University of Sydney with a view to him editing such a book based on the work of the late Malcolm Ellis on W.C. Wentworth and his contemporaries. Mr. Herford spoke in favour of the President's suggestion and it was agreed to go ahead with preliminary investigations.

CORRESPONDENCE:

(a) Paintings and Other Items on Loan from the Mitchell Library.

A letter from Mr. R.F. Doust, Principal Librarian and Secretary of the Mitchell Library addressed to the President was read in which it was indicated that for

security purposes all Martens and Peacock paintings should be withdrawn from Vaucluse House. The Trust unanimously agreed that in view of the tremendous increase in the value of these paintings over the past few years the decision of Mr. Doust was the only prudent one in the circumstances. However, it was felt that, if possible, we should arrange for photographic reproductions of these paintings which were of most interest to visitors to Vaucluse House, e.g. Peacock's "Sydney from Vaucluse", Marten's "View from Vaucluse 1841" and Rose Bay 1841". The Trust also agreed to the withdrawal of certain items which did not have any close association with the House. Mr. Doust's offer to replace the paintings withdrawn with suitable but less valuable paintings was gratefully accepted and it was proposed that a small sub-committee, consisting of the President and Messrs. Herford and Cook should be formed to discuss with Mr. Doust the suitability of any paintings which were offered in lieu. As the President was departing for a short holiday immediately after the Meeting the Secretary/Manager was requested to write a suitable letter to Mr. Doust in reply to his letter.

(b) Australian College of Ophthalmologists - 1975 Congress.

A letter from Mr. E.J. Milverton of the N.S.W. Branch of the above College was read in which he was requesting permission to conduct a barbecue/picnic during the congress on Sunday, 13th April, 1975. It was anticipated that there would be between 200 to 300 participants and the congress committee would wish to erect a marquee with seating accommodation for all. After some discussion in which all members of the Trust present expressed their willingness to help the College of Ophthalmologists if at all possible, it was agreed, upon the suggestion of Mr. Herford that this matter be held over for one month for a final decision and that the Secretary/Manager should approach the Director of N.P. & W.S. to see if it was possible for this event to take place in the vicinity of Greycliffe House, as it would be against previous Trust policy to allow the erection of a marquee and barbecue for such a large number of people to take place in the areas of the Park normally frequented by the public. The Secretary/Manager was instructed to advise Mr. Milverton accordingly.

(c) A.B.C. Technical Operators Course in Colour Television.

A letter from Mr. H. Figgis, Head of Training of the A.B.C. requesting permission to use the grounds and part of Vaucluse House on two days for the training of operators in preparation for colour television was read and the Trust agreed that we should do everything possible to co-operate with the A.B.C. in this matter providing the A.B.C. would give us maximum possible publicity.

(d) Film Production - N.P. & W.S.

A memo from the Director was tabled regarding the activities of a Film Producer, Mr. L. Hudson, who has sought and been given the co-operation of the Service in the production of a new series of T.V. films showing the work of the N.P. & W.S. It was agreed that the Trust will co-operate fully if called upon for assistance by Mr. Hudson.

(e) Architectural Survey.

The President tabled a letter from the Government Architect, Mr. G.P. Webber of the Department of Public Works replying to a letter he had written concerning Vaucluse House. Mr. Webber regretted that they had no plans or drawings of Vaucluse House in his Department and, from enquiries made, it was doubtful if any useful drawings were in existence. He fully supported the desire of the Trust for a complete architectural survey but advised that due to extreme pressure of work it would be impossible for his Department to undertake such a project but he did recommend Mr. Clive Lucas of Fisher, Jackson & Hudson Pty. Ltd. as an expert on the restoration of historical buildings. Additionally he was also able to recommend Philip Cox, Storey & Partners Pty. Ltd. who have recently been engaged in restoration works on Norfolk Island. In addition to the survey Mr. Webber also recommended that due consideration should be given to the provision of fire protection measures such as the Thermal Dectector Alarm System which could be installed without detracting from the visual character of a building. In conclusion Mr. Webber indicated that although they could not undertake the project themselves his Department would help in every way possible if called upon to do so. It was moved by Mr. Pierce and agreed to unanimously by all members of the Trust present that the architectural survey should be undertaken as soon as possible in co-operation with the "Friends of Vaucluse House". Mr. Crouch undertook to formulate a definite programme of action and Dr. Parkes would be requested to draw up terms of reference. It was further agreed that some members of the "Friends of Vaucluse House" should be included in discussions. Mr. Pierce and the Secretary/Manager were requested to look into the matter of fire control measures.

GENERAL BUSINESS:

(a) Gardener's Cottage.

The Secretary/Manager reported that the renovation of the Cottage was proceeding satisfactorily with the full co-operation between the various contractors. There could be some holdup on the installation of the water heating system due to shortages of supply of this type of equipment at this time.

In connection with the eventual occupation of this cottage by the Head Gardener and his wife, Mr. Herford queried if leases of Trust property were conditional upon the employee remaining in the service of the Trust. The Secretary/Manager advised that this was so but that at the moment there were no formal leases made out since the two Parks became part of the N.P. & W.S. He undertook to ask the Service if formal leases were considered necessary or desirable. If so, there were plenty of examples of previous leases that could be copied. The question of the leases for the two Kiosk was on a different basis and these were formerly for a specified number of years. He also assured the Trust as all

rentals of properties occupied by employees was on a weekly basis these could, where required, be terminated on a week's notice, should any occupant cease to be employed by the Trust.

(b) Inventory.

The Board formally approved of the appointment of Mr. Randall Reed to carry out this work for a fee of $500.00. Mr. Herford who had been instrumental in obtaining the services of Mr. Reed indicated that this was a very reasonable fee for the work involved and virtually only covered costs but Mr. Reed was only too happy to do the work because of the interest in the House and its contents.

(c) Admission Fees - Nielsen Park Swimming Enclosure 1974-75 Season.

The Board approved the recommendations of the Secretary/Manager that the fees should be increased, as follows, for next season:

Season tickets	$12.00
Adults	30¢
Children	10¢
Lockers	30¢

In view of the Secretary/Manager's advice that the pass-out system was subject to great abuse the Board left it to him to decide whether or not to abolish it in the future. In view of the relatively small income from lockers and cubicles due to changing social patterns, Mr. Crouch suggested that consideration should be given to abolishing these. Whilst agreeing, in principle, with Mr. Crouch's suggestion the Secretary/Manager advised that the fees for lockers and cubicles were collected at the same time as admission tickets were issued and therefore no extra work was involved in this direction and also that the facility was used mainly by adults who came straight from work and needed a place to change and a place to store their belongings. It was agreed that the Secretary/Manager should review the situation with the Ranger-in-charge when he returned from holidays and then make necessary recommendations to the Trust.

SECRETARY/MANAGER'S REPORT:

Apart from the items in the report which had been discussed in General Business the Trust endorsed the action of the Secretary/Manager regarding the action he took regarding disturbances in the Park but that a further discussion on this matter, at the request of Mr. Doyle, who was unable to be present at this Meeting, should be held over until the Meeting on 19th May, 1974.

(a) Salaries & Wages.

In connection with the pending occupancy of the Gardener's Cottage by Mr. Kearney, Mr. Crouch considered that a sub-committee should be established to review the salary and wages position particularly for good employees. The Secretary/Manager advised that all salaries and wages paid at the present time were under review by the Public Service Board but felt that nothing but good could come of any investigation made by a sub-committee and he agreed to provide job evaluation sheets for consideration by

the sub-committee. After some further discussion Mr. Crouch and Mr. ~~Herford~~ Cook were appointed to look into this matter.

(b) Proposed Exhibition Rooms in Stables.

The Meeting approved of the action which was being taken to prepare these for opening to the public.

FINANCIAL REPORT:

(a) Special Purposes Account.

Mr. Crouch queried the sum of $85.92 for entertainment for the R.A.N. Band. The Secretary/Manager agreed that this sum appeared to be excessive and promised to look into it as he believed that it was a typographical error. The Secretary/Manager has since confirmed to the Trustees that the item should read $25.92 and not $85.92.

Formal approval was given by the Board for accounts paid and recouped in summaries 39 to 41 as tabled.

OTHER BUSINESS:

(a) Advisory Panels.

After some discussion Mr. Herford was asked to defer his recommendations for a History Advisory Panel and House Contents Panel for full discussion at the Trust Meeting on 19th May, 1974.

(b) Simpson and Fahey Reports.

In connection with both these reports the President said that many of the recommendations contained therein concerned "housekeeping" and this was a matter for the Trust. The architectural survey mentioned in the Simpson Report has already been agreed to and some other recommendations should be referred to the appropriate advisory panel when these were formed. In the meantime the President would write and reply to the Simpson-Fahey Report.

(c) House Guides and Security Guards.

As this matter was already under consideration by the Service it was agreed that the Trust should await their recommendations.

(d) Additional Lighting in House.

The Trust felt that there was room for some additional flood lighting in certain rooms but agreed that this matter could be discussed further when the House was being re-wired.

(e) Kiosk - Vaucluse Park.

As the current lease on the Kiosk expires in November of this year it was recommended that the future of this establishment could come up for full discussion at the Meeting on 19th May, 1974.

(f) Guide Books.

The Secretary/Manager advised that he had received an emergency supply from the N.P. & W.S. of 3,000 Guide

Books and that the bulk supplies should be available within the next 3 to 4 weeks. It had been agreed with the Service to store 30,000 of these in a locked room at Greycliffe House and the remainder will be held as a working stock at Vaucluse House. The Meeting unanimously agreed that revision of the Guide Book was essential and this work could be done thoroughly during the next 2 to 3 years.

The Secretary/Manager requested and was granted leave of absence on Friday, 3rd May, 1974 to carry out his duties in Melbourne as Federal President of the Institute of Instrumentation and Control, Australia .

There being no further business the Chairman declared the Meeting closed at 11.20 a.m.

Signed as true record

Chairman

Secretary/Manager.

SITE

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC/TRUST

REPORT FOR APRIL, 1974

FROM: Secretary/Manager TO: The Trustees

Gentlemen,

This has been another month which has not run according to plan, due to non receipt of the necessary forms, for compilation of the Administration and Maintenance Budget for 1974/75, from the N.P. & W.S. It was only by sheer chance during a visit to Head Office at the end of April that the writer discovered that the forms had been sent out by ordinary mail on the 8th April, but had never reached Vaucluse House. No further sets of forms were available so the writer had photostat copies made from masters and brought them away with him. Almost double the work was required this year as separate budgets had to be submitted for the Administration and Operations Divisions.

Staff shortages due to illness and holidays, inspection of work on hand, visits from Head Office staff, T.V. producers and other people have eaten into the writer's normal working hours, but by"burning the midnight oil" the budgets were completed and in the hands of the N.P. & W.S. by the extended deadline date they had given us. The President has, in principle, approved the budget compiled and a copy will be available for inspection at the meeting on the 19th May, 1974.

STAFF

In view of the continuing ill health of Mrs. Kearney, Mr. Kearney requested and was granted a fortnight's leave from the 11th May. Mr. Caves - the new assistant gardener is in charge of gardening staff and is shaping well with only two labourers. As forcast in my March report, I discharged Mr. Dunn for unreliability and general irresponsibility. Mr. Kearney full concurred with my action.

Mrs. O'Connor who had the misfortune to break her left wrist towards the end of April returned towork too soon after the re-setting under a general anæsthetic and consequently developed pleurisy and had to be away for a further ten days. She resumed her duties on the 13th May. During her absence Mrs. Hobson acted as Desk Clerk in addition to arranging the flowers in the house and carrying out Mrs. Kearney's other duties with some additional help from our contract cleaner.

VAUCLUSE HOUSE AND STABLES

The new Spanish lace curtains selected on the greatly appreciated advice of Mrs. Snelling have now been fitted in the drawing room by Mansours. The exhibition rooms in the stables have been cleaned out, the fine spare sideboard has been put together and showcases are being prepared to take exhibits.

Mrs. Kiernan has taken the brown dress to prepare it for exhibition and has also obtained a model of a child and will dress this to complement the adult model. They will be shown together in the large case already in the stable flat.

FIRE DETECTION SYSTEM

Mr. Pierce has discussed this matter by telephone with the writer who has requested visits from representatives of firms providing this type of protection. None have yet called. I am also in touch with a

friend who is a senior inspector of fire protection systems for the Commonwealth Government who will give us the benefit of his advice.

VAUCLUSE PARK

Trustees will doubtless have noticed the large brown areas in our lawns. This is due to all the goodness having been washed out of the subsoil by the heavy rains experienced throughout the summer. Treatment is being carried out and Mr. Kearney has every hope that they will be fully restored to their usual brilliant green by next spring.

A large tri-maran was found beached in Vaucluse Bay. The owner complied with my request for its immediate removal. A number of small craft appear to be kept on the beach permanently - perhaps the Trust might care to consider re-instituting a charge for this privilege as an additional source of revenue.

During the month a number of local youths have attempted to practice rugby football on the West Paddock, but have desisted with a good grace when requested to do so by the writer. Another "bikie" tried to use the South Paddock as a dirt track, but was successfully dealt with by Mr. Jack Kennedy.

GARDENER'S COTTAGE

Excellent progress is being made by our contractors. Mr. Kelly who has previously worked for the Trust will be attending to replacement of skirting boards and architraves. The cottage should be ready for painting within the next two to three weeks.

PUBLICATIONS

A further eleven thousand guide books have been delivered by the printers. The remainder will be ready towards the end of May and will be stored in a locked room at Greycliffe House.

ABC TECHNICAL OPERATORS' COURSE IN COLOUR TELEVISION

The first of these was held on the 9th May with little interference to visitors to the House. In fact, most people seemed to find it an added attraction. At the end of the day's recording on video-tape the staff was invited into the recording room to see the results - only one word can describe it - fantastic. It is almost certain that when colour transmission commences some of the shots will be used on the station recognition sequences. The final course will be held on the 23rd May, 1974.

INVENTORY

Mr. Randall Reed and his wife are still working on this at week-ends.

SALARIES AND WAGES

The writer regrets that due to the unexpected pressure of work on the budget he has not been able to provide the information requested by Messrs. Crouch and Cook. However, part of the work required for the budget will be of value to them and the Job Evaluation forms have been compiled and final preparation will be completed as soon as possible.

NIELSEN PARK

At the request of the Director we are, as an interim measure, providing two park labourers from Nielsen Park, once each week, to clean up garbage on Clark Island and until the new Sydney Harbour National Park Authority is established he proposes, that subject to the approval of the Trust, he will place Clark Island under our control.

Additional funds will be forthcoming to cover the cost of any extra staff requested and to pay for the hire or purchase of a power-boat.

A.E. Hobson
SECRETARY/MANAGER

15th May, 1974

FINANCIAL REPORT April, 1974

Admissions to Vaucluse House

Ticket Values		No. of Admissions	Income
50¢		4068	$2034. 00
30¢		42	12. 60
20¢		743	148. 60
10¢		1101	110. 10
Coach Tours &	50¢	1405	702. 50
Party Admissions	20¢	183	46. 70
by voucher	10¢	259	25. 90
		7811	$3070. 30

Revenue

Due to almost complete destruction of the shark-proof nets by heavy seas during the last week-end in March it was decided to close the Dressing Sheds a fortnight earlier than usual. Income from Nielsen Park therefore ceased at the end of March. Total income for the month of April inclusive of admissions, sales, rents etc. was $3,509.07 of which General Revenue due to the N.P. & W.S. was $1866.62 whilst $1,642.45 was credited to the Special Purposes Account.

Budget

Official returns for the first 9 months of the fiscal year to 31.3.74 show that we have operated within budgetted allocations.

Special Purposes Account

Statement of Revenue & Expenditure

Item	Dr.	Cr.
By balance brought forward at 1.4.74		$20,916. 16
To Woollahra Municipal Council (sign posting)	$ 60. 00	
G. Marler - Plumber, Cottage - (progress)	800. 00	
J.& M.D. Andrew, Pty.Ltd. Rendering cottage (progress)	400. 00	
G. Marler - progress payment	1000. 00	
J.& M.D. Andrew - progress payment	300. 00	
By Revenue - admissions & sales		1,642. 45
To Balance carried forward at 30.4.74	19998. 59	
	$22,558.59	$22,558. 59

Commitments	Dr.
Boiler for Kiosk	$1,502.00
Gardener's Cottage. approx.	5,000.00
Inventory. Mr. Randall Reed	500.00
Curtains for Drawing Room	360.52
	$7,362.52

Therefore, Special Purposes Funds Available at 1.5.74 $12,636. 07

A.E. Hobson
SECRETARY/MANAGER.

433/13 124

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 42 Park code 26

EXPENDITURE FROM ADVANCE A C OF Dawson-Hanes H.S.

at Lands Bank, Bondi Junction (bank and branch)

for the period ended 28 March, 1974

Voucher No.	Cheque No.	Claimant		Amount to be recouped $ c
271/10	575727/8	Balance Amd. Wages W/P 20.3.74		1,510.55
		Commissioner of Taxation		245.05
281.	575729	Frames Trading Co. P/L		79.00
282.	575730	Petty Cash Expenses		41.47
283	575731	Smith & Kane P/L		34.50
284	575732	Rentokil P/L		183.00
285	575733	Sydney County Council		23.39
* 286.	575734	Rose Bay Flowers.		15.00
287.	575735	Copy Cat Printing		36.80
288.	575736	Gilbert & Roach (Rents) P/L		12.90
289	575737	Campbell Bros. Ltd.		53.28
290	575738	Gibson Chemicals P/L		124.80

* SPECIAL PURPOSES ACCOUNT
($15.00) (250-13-21-28)

TOTAL .. .. $ 2398.04

Vouchers totalling $ ~~2384~~ 2398-04 were recouped on .....

Accountant,

per:

ADVICE OF RECOUPMENT

ST 2098-5 V. C. N. BLIGHT, GOVERNMENT PRINTER

429/3 125

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 43 Park code 26

EXPENDITURE FROM ADVANCE A,C OF Vice-Consul, Dili

at Lloyds Bank, Sydney (bank and branch)

for the period ended 29th March, 1974

Voucher No.	Cheque No.	Claimant		Amount to be recouped
				$ c
291	575739	To Wages & Allowances due w/e 27-3-74		1146.69
292	575740	To Commissariat & Transport Officer for Imprest Two due w/e 27.3.74		183.64
			TOTAL	$1330.33

Vouchers totalling $ 1330.33 were recouped on

Accountant,

per

ADVICE OF RECOUPMENT

ST 8088—3 V. C. N. BLIGHT, GOVERNMENT PRINTER

447/13 126

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 44 Park code 26

EXPENDITURE FROM ADVANCE A/C OF Vaucluse House Historic Site

at Royal Bank - Bondi Junction. (bank and branch)

for the period ended 29th March, 1974 to 4th April, 1974 , 19

Voucher No.	Cheque No.	Claimant		Amount to be recouped $ c
293	575741	Franos Trading Coy. Pty. Ltd.		93 00
* 294	575742	Woollahra Municpal Council		60 00
295	575743	Salaries and Wages w/e 3.4.74	1503 04	1,842 53
296	575744	Commissioner of Taxation. w/e 3.4.74		339 49
297	575745	C.P.O. V.House & Mie sen Park. Telephone a/c		239 50
298	575746	C.P.O. V.House. Gardener's Cottage " "		33 96
299	575747	Dr. Paul Limbers.		18 80
300	575748	Castrol Aus. Pty. Ltd.		11 51
301	575749	Grace Bros., Pty. Ltd.		28 80
302	575750	Aus. Gas Light Coy.		19 23
303	575751	State Crown Solicitor's Office		50 00

* SPECIAL PURPOSES ACCOUNT: 250 - 13 - 26 - 28
($60.00)

TOTAL .. .. $ ~~2,736. 82~~ 2397- 33

Vouchers totalling $2397-33 were recouped on

Accountant,

per:

ADVICE OF RECOUPMENT

ST 5059–3 V C N BLIGHT GOVERNMENT PRINTER

469/6 127

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

45
RECOUP SUMMARY 4/74 Park code 26

EXPENDITURE FROM ADVANCE A/C OF Warrender House H.S.

at Reserve Bank, Bondi Junction (bank and branch)

for the period ended 10th April, 1974, 1974

Voucher No.	Cheque No.	Claimant		Amount to be recouped
				$ c
304	575752	Commissioner of Pay Roll Tax	192	79
305	575753	Franos Trading Coy. Pty. Ltd.	65	00
306	575754	Salaries and wages w/e 10.4.1974	1331.	55
307	575755	Commissioner of Taxation w/e 10.4.1974	186.	49
		TOTAL	$ 1,775.	83

Vouchers totalling $ 1775.83 were recouped on 8 MAY 1974

Accountant,

per:

ADVICE OF RECOUPMENT

ST 5055—3 V. C. N. BLIGHT, GOVERNMENT PRINTER

A/c 213

NATIONAL PARKS AND WILDLIFE SERVICE

RECOUP SUMMARY 46 Park code 26

EXPENDITURE FROM ADVANCE A/C OF Yuraygir District

at Rural Bank, Bondi Junction N.S.W. (bank and branch)

for the period ended 11th April, 1974, 19

Voucher No.	Cheque No.	Claimant		Amount to be recouped $ c
* 308	575756	G. Morler Plumber.		800. 00
* 309	575757	J. & M.D. Andrew Pty. Ltd.		400. 00

SPECIAL PURPOSES ACCOUNT

250 - 13 - 26 - 28

TOTAL . . .. . $ 1,2 .

Vouchers totalling $1200 -00 were recouped on .....

Accountant,

per:

ADVICE OF RECOUPMENT

ST 5058—S V C N BLIGHT, GOVERNMENT PRINTER

469/10 129

A/c 213

NATIONAL PARKS AND WILDLIFE SERVICE

RECOUP SUMMARY 47 Park code 26

EXPENDITURE FROM ADVANCE A C OF Vaucluse House Historic Site

at Rural Bank, Bondi Junction. N.S.W. (bank and branch)

for the period ended 12th April, 1974 to 19th April , 19 74

Voucher No.	Cheque No.	Claimant		Amount to be recouped $ c
310	575758	T.F. Mom		20 00
311	575759	Hopkins & Whyte Pty. Ltd.		12 64
312	575760	Drs. L. Green & S. Ende		26 00
313	575761	Kalamazoo (Aust) Ltd.		48 20
314	575762	Sydney County Council		1 50
315	575763	Hazlewood Nurseries Pty. Ltd.		20 70
316	575764	Associated Locksmiths		6 30
317	575765	Salaries and wages w/e 17.4.1974		1583. 26
318	575766	Commissioner of Taxation w/e 17.4.74		280 45
319	575767	Petty Cash expenses		32 52
320	575768	Franos Trading Co. Ltd.		49 00

TOTAL .. .. $ 2,[illegible]. 57

Vouchers totalling $ [illegible] were recouped on [illegible]

Accountant,

per:

ADVICE OF RECOUPMENT

ST 9058—3 V C N. BLIGHT GOVERNMENT PRINTER

4.9/5

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 48 Park code 26

EXPENDITURE FROM ADVANCE A C OF [illegible]

at Rural Bank Bondi Junction, N.S.W. (bank and branch)

for the period ended 26th April, 1974, 19

Voucher No.	Cheque No.	Claimant		Amount to be recouped $	c
321	575769	Salaries and wages for w/e 24.4.1974		1,026	88
322	575770	Commissioner of Taxation. w/e 24.4.1974		169	45
323	575771	Special Purposes A/c. G. Marler			
324	575772	Special Purposes A/c J. & M.D. Andrew P.L.			
325	575773	Franos Trading Coy. Pty. Ltd.		99	00
326	575774	Petty Cash expenses		32	91
327	575775	Caltex Oil (Aust) Ltd.		5	77
328	575776	G. Marler		7	00
329	575777	Nightingale Chemicals (N.S.W.) Pty. Ltd.		15	88
330	575778	Tanner Middleton Pty. Ltd.		20	11
331	575779	Rover Mowers (Aus) Pty. Ltd.		36	00
332	575780	Scott Bonnar Limited		25	13
		TOTAL	$	1,428	13

Vouchers totalling $ 1,428 1 were recouped on .....

Accountant,

per:

ADVICE OF RECOUPMENT

6T 5059—3 V G N BLIGHT GOVERNMENT PRINTER

469/7 131

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 49 Park code 26

EXPENDITURE FROM ADVANCE A C OF Vacuum Lake District

at Rural Bank, Bowral Junction. N. S. W. 2582 (bank and branch)

for the period ended 26th April, 1974, 19

Voucher No.	Cheque No.	Claimant		Amount to be recouped
				$ c
* 323	575771	G. Marler. Plumber		1,000 00
* 324	575772	J. & M.D. Andrew Pty. Ltd.		300 00

* SPECIAL PURPOSES ACCOUNT. 250 - 13 - 26 - 28

TOTAL .. .. $ 1,300. 00

Vouchers totalling $ 1,300. 00 were recouped on .....

Accountant,

per .....

ADVICE OF RECOUPMENT

ST 8059—3 V. C. N. BLIGHT, GOVERNMENT PRINTER

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST.

A MEETING OF THE TRUSTEES WILL BE HELD AT VAUCLUSE HOUSE ON SUNDAY, 19TH MAY, 1974 AT 9.30 A.M.

A G E N D A

1. Apologies for absence.

2. Confirmation of Minutes of Meeting held 21st April, 1974.

3. Matters arising from Minutes.

4. Correspondence.

5. General Business.

   (a) Australian College of Ophthalmologists 1975 Congress - projected barbecue Nielsen Park (brought forward from last Meeting).

   (b) Architectural Survey.

   (c) Disturbances in Vaucluse Park and contravention of by-laws.

   (d) Advisory Panels.

   (e) Kiosk - Vaucluse Park.

6. Secretary/Manager's Report.

7. Finance.

   Accounts paid since the last Recoupment Summary was submitted to the Board are as detailed on Summaries as tabled. These have been passed by the National Parks and Wildlife Service and thus formal confirmation by the Board is now requested.

8. Any other business.

A.E. Hobson
Secretary/Manager.

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST.

MINUTES OF MEETING HELD AT VAUCLUSE HOUSE HISTORIC SITE ON SUNDAY, 19TH MAY, 1974 AT 9.30 A.M.

PRESENT:	Mr. H.L. Yelland	President (in the Chair)
	Mr. M. Finlay	Vice President
	Mr. J.R. Barrett	Treasurer
	Mr. H.T. Pierce	
	Mr. K.R. Doyle	
	Mr. P. Cook	
	Mr. H.J. Snelling	Counsellor
IN ATTENDANCE:	Mr. A.E. Hobson	(Secretary/Manager)

APOLOGIES: Messrs. G.J. Crouch and Dr. Cobden Parkes.

MINUTES: The Minutes of the previous meeting were confirmed.

MATTERS ARISING FROM PREVIOUS MINUTES:

(a) Historical Publications

The President advised that Professor Ward of Sydney University will almost certainly be interested in helping in the compilation of future historical publications.

(b) Paintings and Other Items on loan from the Mitchell Library.

The Secretary/Manager reported that he had replied to Mr. Doust's letter, but had received no reply and no further advice as to when the Mitchell Library will be withdrawing certain of the paintings and other items on loan.

(c) Australian College of Ophthalmologists - 1975 Congress.

After further consideration of the request to hold a barbecue/picnic in 1975 at Nielsen Park it was decided with regret that it was not possible to grant the necessary permission. The Secretary/Manager was instructed to write a suitable letter to Mr. E.J. Milverton of the N.S.W. Branch of the College advising of the Trust's decision.

(d) Film Production -- N.P. & W.S.

The Secretary/Manager advised that there had been no further developments in this matter.

(e) Architectural Survey.

The President advised that he had made a number of enquiries regarding plans of the House as constructed by W.C. Wentworth, but it appeared that there were none in existence either, in the Lands Department or Government Architect's Department. However, in a letter he had received from Mr. Cross, Senior Archivist of the State Archives Authority, it appeared that some plans were in existence of a house on the site at Vaucluse which probably could be the one built by Sir

Henry Browne-Hayes. Steps were being taken to have a copy of these plans made available to the Trust. This could probably go a long way towards defining the actual extent of the additions made by W.C. Wentworth in 1829.

(f) Gardener's Cottage.

The Secretary/Manager reported that the renovations were proceeding satisfactorily and in connection with the prospective tenancy by the Head Gardener, Mr. John Kearney, the Vice-President indicated that he would look into the drawing up of a suitable lease. The Secretary/Manager advised that he could provide Mr. Finlay with some samples of old leases if required. (Subsequently three samples have been sent to Mr. Finlay.) It was also agreed that the Trust will provide floor coverings for the cottage and the amount of expenditure on this was left for the Executive to decide.

(g) Proposed Exhibition Rooms in Stables.

The Secretary/Manager reported that these had now been cleaned and showcases put into position ready to receive Wentworth relics and other appropriate items, but as yet, the Blue Mountains' Exhibition was still not 'visitor proof'. The President expressed the hope that the Exhibition Rooms would be ready for the A.G.M. of the "Friends of Vaucluse House" which is to be held in July.

(h) Simpson and Fahey Reports.

The President read the letter originally sent by Mrs. Simpson to the Vice-President, which was subsequently passed to the President for attention. He then went on to read the reply he had sent to the Vice-President who congratulated him on the depth and scope of his answers to the points made in the reports, and suggested that it would now be appropriate to send a copy of this letter to Mrs. Simpson. It was agreed that this should be done.

(i) Kiosk. Vaucluse Park.

The President advised the meeting that the present lessee, Mrs. H. McCole, had indicated to him that she did not wish to renew the lease which expires in October, and further that between the present time and the expiration of the lease she would have no objection to the Trust doing any alterations or renovations they felt desirable in the Kiosk. All members present expressed their satisfaction at Mrs. McCole's co-operative attitude and asked the Secretary/Manager to verbally advise her of this.

Some discussion then arose concerning the future of this building and Mr. Finlay expressed the opinion, which was endorsed by the Trust, that the Kiosk should be looked upon as an adjunct to the House and that we should resist any suggestions that it should be open as a restaurant at night. In endorsing this view, the

Treasurer, Mr. Barrett considered that we should go out to open tender for the lease of the premises, but prior to doing this, exact specifications of our requirements should be drawn up and detailed terms of the occupancy determined prior to going to tender. There was considerable discussion regarding the drawing up of our terms, and upon Mr. Barrett's advice it was agreed that there should be no question of the Trust applying for a limited wine licence as once this was granted, by law, the premises must be open ten hours per day. It was finally decided that the drawing up of the terms of the occupancy should be left to the Executive.

(j) ABC Technical Operators' Course in Television.

The Secretary/Manager reported that the first of these had been held on the 9th May and the second one would be held on the 23rd May. He also commented on the excellence of the tape when he had seen the run through in the mobile studio at the end of the day's recording. In view of his remarks it was suggested by Mr. Cook that contact should be made with Mr. John Woods who is in charge of the studio identification segments, "The Good Looking Australian", with a view to Vaucluse House being used for this purpose when colour television starts. The Secretary/Manager advised that because of union regulations it would not be possible to use the actual recordings taken during these present exercises, but he most certainly would contact Mr. Woods regarding this suggestion.

CORRESPONDENCE:

(a) "Christmas Tree" Party. Nielsen Park.

A letter was received from the Camperdown High School Social Club asking for permission to hold their Christmas Tree party in Nielsen Park. As this would no doubt involve the use of public address system and the consumption of a fair amount of liquor the Trust decided to refuse the application. The Secretary/Manager was instructed to advise the Club accordingly.

(b) Local Businessmen's Keep Fit Class. Nielsen Park Dressing Sheds.

A letter was received from Mr. A. Vockler requesting permission to use the sheds for approximately 2 hours twice a week for the running of a small 'keep fit' class for local business men. Mr. Vockler was vouched for by a number of Trustees including Mr. Crouch and it was agreed to grant Mr. Vockler this facility. As he would be making a charge for the classes it was felt that some rental should be requested and the Secretary/Manager was asked to contact Mr. Crouch to make the necessary arrangements with Mr. Vockler.

(c) Tenancy, Nielsen Park Kiosk.

As the lease of these premises expires on the 21st July, 1974, Mr. and Mrs. Stratton, through their solicitor, have applied for a renewal of the lease. It was agreed that the Strattons have proved to be very satisfactory tenants, but in view of the possibility of the early establishment of the Sydney Harbour National Parks Authority it was felt that before any renewal of the

lease could be considered the approval of the Director of the N.P. and W.S. should be sought. In any case, it was considered that a 5 years lease was too long in the present circumstances and the maximum lease should be for not more than 3 years in the future. Meanwhile, the Secretary/Manager was to advise Mr. and Mrs. Stratton that they could continue on a weekly tenancy basis after the expiration of the lease until such time as a formal lease was concluded, either with the Trust or with the Service.

(d) Application to hold an Evening Function in the Kiosk. Vaucluse Park.

An application from the Architecture Department of the N.S.W. Institute of Technology to hold an evening function including a smorgasbord in the Vaucluse Park Kiosk was considered, but was refused on the grounds that it would be against Trust policy for such a function to be held at night.

(e) Professor Phipps' letter re action taken against his son and Alan Pearlman by Secretary/Manager.

The President read Professor Phipps' letter to the meeting and after a further report on the matter by the Secretary/Manager the Trustees fully supported the action taken inthe circumstances, and the President undertook to send a suitable reply to Professor Phipps.

ADVISORY PANELS:

As Mr. Herford was not present at the meeting it was agreed to hold this matter over until the next meeting in June.

As all other matters listed in the agenda under General Business had been dealt with the meeting passed on to the Secretary/Manager's report.

SECRETARY/MANAGER'S REPORT:

This was received and approved and the Secretary/Manager then submitted Recoup Summaries Nos. 42-49. These had already been passed for payment and re-imbursed by the N.P. and W.S. and formal confirmation was given by the Board.

OTHER BUSINESS:

There was some discussion on public relations arising out of photographs taken prior to the Celebration Barbecue on 1st December, 1973 and it was agreed that Mr. Cook and the Secretary/Manager should co-operate in publicity and public relations in the future.

The Secretary/Manager advised that Mrs. Kiernan had taken away the brown period costume to get it ready for display and Mr. Doyle made the suggestion that if feasible, this dress should not be displayed in a case, but that the model should be standing near the window ineither Miss Wentworth's room or the Girls' Bedroom. The Secretary/Manager undertook to discuss this matter with Mrs. Kiernan, mainly from a security point of view, but also the possibility of rapid deterioration if exposed

for any length of time to normal atmosphere. The dresses which we have in cases are, of course, very heavily treated with rather pungent chemicals to prevent deterioration.

As there was no further business to discuss the Chairman closed the meeting at 12.10 p.m.

Signed as true record

Chairman

16. 6. 74

Secretary/Manager

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST

REPORT FOR MAY, 1974

FROM: Secretary/Manager TO: The Trustees

Gentlemen,

STAFF

Mrs. Doris Kearney is back at work after her holiday, but is far from well. It has now been confirmed that she will enter hospital, probably in July for an operation on the arteries to her heart. It is Understood that the success rate for this type of operation is very high.

The week-end Desk Clerk, Mrs. O. Sames proceeded on her annual leave at the end of the month. During her absence Mrs. Hobson is attending to her duties.

Grounds staff in Vaucluse Park is back at full strength with the engagement of Mr. V. Verass.

Mr. H. Westbrook resumed his duties as Ranger-in-Charge, Nielsen Park after completion of his annual leave.

VAUCLUSE HOUSE

With the completion of the cement rendering of the interior of the Gardener's Cottage our Plastering Contractor, Mr. J. Andrew has been able to resume maintenance work in the house.

The following areas have received attention:-

Gilberthorpe's Room. This is now ready for renewal of the skirting boards and architraves.

Kitchen. Removal of an area of cracked and "drumming" plaster has revealed that the chimney breast is made of the most beautiful dressed sandstone blocks. This leads the writer to believe that when originally built it was not covered in plaster and Mr. Andrew agrees with this assumption. We also consider that the range at present in situ is not original as the oven to the left of this, in what we think was a large open fireplace, has non-keyed in-filling of brick. Neither do we consider that the draught-screening wall is original. This is also built of plaster covered brick and is not keyed to the stone of the chimney breast. We feel that our opinions are logical on the grounds that Wentworth had a large family and a fairly substantial staff of servants and convict labourers all of whom would almost certainly have received cooked meals from the central kitchens; he also did a considerable amount of entertaining. Only a big open hearth could have dealt successfully with the volume of cooking required. Dr. Parkes has been consulted and he feels that we are probably right. Undoubtedly further research is required, but the writer would suggest that initially the Trustees should permit the removal of the existing plaster from the whole of the chimney breast and then consider removal of the existing range and demolition of the existing draught screen - all necessary care of course, being taken to preserve the so called "Pompeiian" tiles.

With regard to the latter, there is much controversy as to whether or not these are authentic. In an attempt to settle this matter the writer is approaching the Physics Department of the University of New South Wales and the C.S.I.R.O., where he has a number of former business acquaintenances; with a view to finding out if it is feasible to have samples of the tiles "carbon-dated".

Scullery. Cracked plaster removed and made good.

Corridor - west side of courtyard - broken plaster removed and made good.

Retaining wall - west side cellar steps -- cement render forced off by water pressure, removed and not replaced, but re-pointing carried out and seepage holes formed.

GARDENER'S COTTAGE.

The architraves and skirting boards are now being fitted. An electric cooker and floor coverings have been ordered. Interior painting will commence in the near future.

BOARDROOM

Pointing where required is being carried out on the gable-ends.

INVENTORY

Mr. and Mrs. Randall Reed continue to work on this at week-ends.

SALARIES AND WAGES REVIEW

Messrs. Crouch and Cook have now been provided with job evaluation sheets for key personnel. Sheets for other personnel will be made available as soon as possible.

NIELSEN PARK AND CLARK ISLAND

The wharf and sea front has suffered substantial damage and continues to be pounded by heavy seas. Mr. Westbrook has been instructed to provide a detailed report. A number of trees were brought down by the storm and have been cleared by the grounds staff.

A definite routine has been established for the control of Clark Island and the writer has made an inspection with Mr. Westbrook.

A.E. Hobson
SECRETARY/MANAGER.

FINANCIAL REPORT May, 1974

Admissions to Vaucluse House

Ticket Values		No. of Admissions	Income
50¢		4810	$2405. 00
30¢		209	62. 70
20¢		1311	262. 20
10¢		1365	136. 50
Coach Tours &	50¢	569	284. 50
Party Admissions	20¢	232	46. 40
by voucher	10¢	483	48. 30
		8979	$3245. 60

Revenue

Despite a considerable amount of inclement weather during the month we admitted over one thousand more visitors than in April. Total income for the month of May inclusive of admissions, sales, rents etc. was $5,844.60 of which general revenue due to the N.P. and W.S. was $3,110.46 whilst $2734.14 was credited to the Special Purposes Account

Budget

Official returns show that for the first 10 months of the fiscal year we have operated within budgetted allocations.

SPECIAL PURPOSES ACCOUNT

Statement of Revenue and Expenditure

Item	Dr.	Cr.
By balance brought forward at 1.5.74		$19998. 59
To J. & M.D. Andrew Pty. Ltd. (progress payment -cement rendering Gardener's Cottage)	$500. 00	
Ace Gutterings Pty.Ltd. (Gardener's Cottage)	97. 49	
Mediterranean Wines Pty. Ltd. (Beer-Boardroom)	6. 48	
GEC/AEI (Aus) Pty. Ltd. (Jackson Boiler, check and reduction valves V.P. Kiosk)	1579. 75	
Dux Heaters Pty. Ltd. (Water Storage Heater for Gardener's Cottage)	66. 50	
G. Marler - (Final Payment - Plumbing Gardener's Cottage)	420. 82	
G. Marler (Installation new gutters etc. Gardener's Cottage)	285. 00	
By Revenue - Admissions & Sales		2734. 14
To Balance carried forward at 31.5.74	19776. 69	
	$22732. 73	$22732. 73

Commitments

Gardener's Cottage approx.	$3700. 00
Floor Coverings for Gardener's Cottage	1000. 00
Curtains for Drawing Room	360. 52
Inventory. Mr. Randall Reed	500. 00
	$5560. 52

Therefore, Special Purposes Funds Available at 1.6.1974 $14,216.17

A.E. Hobson
SECRETARY/MANAGER.

A/c 213

NATIONAL PARKS AND WILDLIFE SERVICE

RECOUP SUMMARY 50 Park code 26

EXPENDITURE FROM ADVANCE A/C OF Vaucluse Historic Site

at [illegible] South Wales, Vaucluse. [illegible] 2030 (bank and branch)

for the period ended [illegible], 19..

Voucher No.	Cheque No.	Claimant		Amount to be recouped
333	120901	Salaries and Wages for w/e 1.5.74		$1354 c 25
334	120902	Commissioner of Taxation w/e 1.5.74		249 34
335	120903	Eastern Suburbs Lime & Cement Store		104 32
336	120904	Caltex Oil (Aus) Pty. Ltd.		77 17
337	120905	Copy Cat Printing		55 20
338	120906	McPhersons Ltd		109 10
339	120907	R.B. Hyper Pty. Ltd.		106 00
340	120908	Hodgson & Lee Pty. Ltd.		333 10
341	120909	Bondi Lawn Mower Service		15 06
342	120910	Bondi Lawn Mower Service		13 05
343	120911	Met. Water Sewerage & Drainage Board		76 57
344	120912	Franos Trading Coy. Pty. Ltd.		154 00
		TOTAL	$	2,647 16

Vouchers totaling $2647-1 were recouped on [illegible]

Accountant,

per:

ADVICE OF RECOUPMENT

ST 3058—3 V. C. N. BLIGHT, GOVERNMENT PRINTER

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 57 Park code 24

EXPENDITURE FROM ADVANCE A/C OF Vaucluse ho[illegible]

at [illegible] (bank and branch)

for the period ended 14th May, 1974, 19

	Voucher No.	Cheque No.	Claimant		Amount to be recouped $	c
	345	120913	Salaries and wages. w/e 8.5.1974		1270	96
	346	120914	Group tax for w/e 8.5.1974		198	10
+	347	120915	Withdrawal of cash at Bank of N.S.W. Vaucluse (Advance Account) not being recouped			
*	348	120916	Special Purposes Account			
	349	120917	Pay roll tax		283	13
	350	120918	Inter decor		115	75
	351	120919	Petty cash		33	21
*	352	120920	Special Purposes Account			

TOTAL .. .. $ 1[illegible]

Vouchers totalling $ 1904-15 were recouped on [illegible]

Accountant,

per:

ADVICE OF RECOUPMENT

ST 5059—5 V C N SLIGHT, GOVERNMENT PRINTER

509/12 1 + 1

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 52 Park code 26

EXPENDITURE FROM ADVANCE A/C OF [illegible]

at Bank of N.S.W. Vaucluse. (bank and branch)

for the period ended 14th May, 1974, 19..

Voucher No.	Cheque No.	Claimant		Amount to be recouped $	c
348	120916	J. & M.D. Andrew Pty. Ltd		500	00
352	120920	Ace Cutters Sales Pty. Ltd.		97	49

SPECIAL PURPOSES ACCOUNT

250 - 13 - 26 - 28

TOTAL .. .. $ 597 49

Vouchers totalling $ 597 49 were recouped on 2 MAY 1974

Accountant,

per:

ADVICE OF RECOUPMENT

ST 8038-3 V. C. N. BLIGHT GOVERNMENT PRINTER

522/19

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 53 Park code 26

EXPENDITURE FROM ADVANCE A/C OF Vaucluse House Historic Site

at [illegible] (bank and branch)

for the period ended 21 May 1974, 19

Voucher No.	Cheque No.	Claimant		Amount to be recouped
				$ c
353	120921	Salaries and wages w/e 15.5.74	872	33
354	120922	Group Tax for w/e 15.5.74	146	35
355	120923	Franco Trading Co. Pty. Ltd.	154	00
		TOTAL .. .. $	1,172.	68

Vouchers totalling $ [illegible] were recouped on [illegible]

Accountant,

per

ADVICE OF RECOUPMENT

ST 5089-9 V C N BLIGHT GOVERNMENT PRINTER

522/20 146

11 JUN 1974

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 54 Park code 26

EXPENDITURE FROM ADVANCE A/C OF Waterhouse House Historic Site

at ... (bank and branch)

for the period ended ... 19 ...

Voucher No.	Cheque No.	Claimant		Amount to be recouped $	c
356	120924	Mediterranean Wines Pty. Ltd.		6	48
357	120925	G.E.C. - A.E.I. (Aust) Pty. Ltd.		1579.	75

SPECIAL PURPOSES ACCOUNT

250 - 13 - 26 - 28

TOTAL .. .. $ 1586. 23

Vouchers totalling $1586-23 were recouped on .....

Accountant,

per

ADVICE OF RECOUPMENT

ST 5059-3 V. C. N. BLIGHT, GOVERNMENT PRINTER

530/12 147

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 55 Park code 26

EXPENDITURE FROM ADVANCE A/C OF [illegible] historic ite

at Bank of N.S.W. Vaucluse (bank and branch)

for the period ended 21st May, 1974 , 19

Voucher No.	Cheque No.	Claimant		Amount to be recouped $	c
358	120926	A.H. Newport & Son Pty. Ltd.		57	12
359	120927	Government Printing Office		32	05
360	120928	J. & M.D. Andrew Pty. Ltd		20	00
361	120929	L.F. Workman Carriers Pty. Ltd.		120	00
362	120930	Rentokil Pty. Ltd.		80	00
363	120931	Gilbert & Roach (Parts) Pty. Ltd.		10	88
364	120932	Bondi Lawn Mower Service		15	76
365	120933	Campsie Mower & Chain Saws		22	23
366	120934	Special Purposes Acc.			
367	120935	Tanner Middleton Pty. Ltd.		38	75
368	120936	Namco Industries (N.S.W.)		119	24
369	120937	Copy Cat Printing		14	40
370	120938	Sydney County Council		265	79
371	120939	Daveson Jahn (Aus) Pty. Ltd.		22	50
372	120940	Olivetti		15	00
		TOTAL	$	833.	72

Vouchers totalling $ $33.72 were recouped on

Accountant,

per

ADVICE OF RECOUPMENT

6T 5059—9 V. C. N. BLIGHT, GOVERNMENT PRINTER

530/13

148

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 56 Park code 26

EXPENDITURE FROM ADVANCE A/C OF [illegible]

at [illegible] (bank and branch)

for the period ended [illegible], 19..

Voucher No.	Cheque No.	Claimant		Amount to be recouped
				$ c
366	120734	Dux Heaters Pty. Ltd.	66	5c

[illegible]

250 - 13 - 26 - 28

TOTAL .. .. $

Vouchers totalling $ 66 50 were recouped on .....

Accountant,

per:

ADVICE OF RECOUPMENT

BY 5050—9 V C N B IGHT GOVERNMENT PRINTER

530/10

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 57 Park code 26

EXPENDITURE FROM ADVANCE A.C OF [redacted]

at [redacted] (bank and branch)

for the period ended 28.5.1974, 19..

Voucher No.	Cheque No.	Claimant		Amount to be recouped $	c
373	120941	Salaries and Wages. w/e 22.5.1974		959.	21
374	120942	Group Tax. week/e 22.5.1974		158.	8 0
375	120943	Franco Trading Co. Pty. Ltd.		65.	00
* 376	120944	Special Purposes Account			
* 377	120945	" " "			
* 378	120946	" " "			
379	120947	J. & M.D. Andrew Pty. Ltd.		163.	00
380	120948	The Pier Boatshed Pty. Ltd.		15.	00
381	120949	Rover Mowers (Aust) Pty. Ltd.		24.	00
382	120950	Eastern Suburbs Lime & Cement Store P.L.		7.	05

TOTAL .. .. $ 1392. 06

Vouchers totalling $ 1392 06 were recouped on [redacted]

Accountant,

per:

ADVICE OF RECOUPMENT

ST 5039-9 V. C. N. BLIGHT GOVERNMENT PRINTER

5311

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 58 Park code 26

EXPENDITURE FROM ADVANCE A,C OF [illegible]

at [illegible] (bank and branch)

for the period ended 20.5.74, 19..

Voucher No.	Cheque No.	Claimant	Amount to be recouped $	c
376	120944	G. Marler. Plumber	420.	82
377	120945	G. Marler. Plumber	155.	95
378	120946	J. & M.D. Andrew. Pty. Ltd.	285.	00

SPECIAL PURPOSES ACCOUNT

250 - 13 - 26 - 28

TOTAL .. .. $ 861. 77

Vouchers totalling $861-77 were recouped on .....

Accountant,

per

ADVICE OF RECOUPMENT

ST 5059-2 V. C. N. BLIGHT, GOVERNMENT PRINTER

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST

A MEETING OF THE TRUSTEES WILL BE HELD AT VAUCLUSE HOUSE ON SUNDAY, 16TH JUNE, 1974 AT 9.30 A.M.

A G E N D A

1. Apologies for absence.

2. Confirmation of Minutes of Meeting held 19th May, 1974.

3. Matters arising from Minutes.

4. Correspondence.

5. General Business.

   (a) Advisory Panels

   (b) Keep Fit Class - Nielsen Park Dressing Sheds (Mr. A. Vockler)

6. Secretary/Manager's Report.

7. Finance.

   Accounts paid since the last Recoupment Summary was submitted to the Board are as detailed on Summaries as tabled. These have been passed by the National Parks and Wildlife Service and thus formal confirmation by the Board is now requested.

8. Any other business.

A.E. Hobson

Secretary/Manager.

VAUCLUSE HOUSE/NIELSEN PARK HOSTORIC SITE TRUST.

MINUTES OF MEETING HELD AT VAUCLUSE HOUSE HISTORIC SITE
ON SUNDAY, 16TH JUNE, 1974 AT 9.30 A.M.

PRESENT: Mr. H.L. Yelland — President (in the Chair)
Mr. M. Finlay — Vice President
Mr. J.R. Barrett — Treasurer
Mr. H.T. Pierce
Mr. K.R. Doyle
Mr. M. Herford

IN ATTENDANCE: Mr. A.E. Hobson (Secretary/Manager)

APOLOGIES: Messrs. Cook, Crouch, Snelling and Dr. Parkes.

Before proceeding to the minutes of the previous meeting the President read a letter from Dr. Parkes tendering his resignation as a counsellor. Dr. Parkes indicated that he would still be only too happy to assist the Trust at any time, if called upon to do so. The Trustees present acknowledged the tremendous debt owed by successive Trustees to the work of Dr. Parkes over a period of fifty years and it was unanimously agreed that the President should write a letter of appreciation to Dr. Parkes and that a function should be arranged as a concrete expression of this appreciation, its form to be decided by the President after consultation with Dr. Parkes.

The President than read a letter from Mr. G.J. Crouch indicating that due to extreme pressure in his busines affairs at the moment, he would be unable to take an active part in Trust matters during the ensuing six months and asked for leave of absence, or indicated he would be prepared tomesign should the Trust so desire. It was unanimously agreed that, in the circumstances, leave of absence should be granted and the Trust would look forward to Mr. Crouch resuming active participation in February, 1975.

MINUTES: The Minutes of the previous meeting were confirmed.

MATTERS ARISING FROM PREVIOUS MINUTES:

(a) Architectural Survey

The President tabled a letter from Mrs. P. Simpson, together with correspondence which had passed between the Friends of Vaucluse House and Mr. Lucas of the architects, Fisher and Lucas. This indicated that Mr. Lucas would be prepared to carry out an architectural survey for the Trust, and supply sufficient architectural history and information to enable any area of the House, which might be damaged or destroyed at some time in the future, to be faithfully restored.

The President also briefly referred to the Government Architect's letter which had indicated that his Department had no early plans of the House in their files and that they themselves would not be able to make a survey, but would assist anyone appointed by the Trust as far as possible. In this letter, one of the architects recommended for the job was Mr. Lucas.

Considerable discussion then took place regarding our possible terms of reference to any architect

appointed to carry out the survey, and it was stressed that from this point on the Trust should deal directly with Mr. Lucas. The President undertook to contact Mr Lucas with a view to him meeting the Executive at an early date. It was also agreed that a letter should be written to Mrs. Simpson as Honorary Secretary of the "Friends" advising the Trust's appreciation of the interest they had taken in this matter to date and that they would now deal directly with the architect.

It was stressed that Mr. Lucas should at the forthcoming meeting, be pressed to make an estimate of the total cost involved and that at this meeting definite parameters for the survey should be established.

(b) Gardener's Cottage:

The Secretary/Manager advised that architraves and skirting boards were now being installed and that the interior should be ready for painting by the end of the month.

The Vice President advised that he had locked into the matter of a suitable lease and felt that a satisfactory one could be drawn up, on lines similar to those which had been used in the past.

It was also agreed that when Mr. and Mrs. Kearney occupied the cottage it would be advantageous to have an extension from the burglar alarm system of Vaucluse House installed, so that the alarm can be heard by them as well as by the Secretary/Manager.

(c) Lease of Tea Rooms, Vaucluse Park:

The President referred to the letter from Mrs. McCole regarding the end of the current lease in October, 1974.

Some considerable discussion took place regarding the future of the kiosk and the terms of occupancy by any future lessee. Members agreed that it was necessary to review the whole position of the kiosk with a view to it being brought more into keeping with the period of the House itself. It was also felt that it would be advantageous to have a separate dining section, and that in some way the shop, which was mainly used by children, should be divided off from the other part of the premises. It was considered desirable that proper light luncheons should be provided with facilities for diners to have a drink with their meals. Mr. Finlay and Mr. Doyle agreed to find out if it was possible to have a limited licence for this purpose which would not necessitate the premises being opened for a minimum of ten hours per day.

In the closing stages of the discussion, Mr. Herford expressed the view that we should not commence any work on the tea room until after tenders had been called. It was finally agreed that the Executive should meet to draw up the terms for tendering and the Secretary/Manager undertook to contact the appropriate officer of the Head Office of N.P. & W.S. with a view to obtaining, if possible, relevant samples of the terms under which similar premises were already being leased by the Service.

(d) A.B.C. Technical Officers' Course in Television:

Resulting from this course it was agreed that the Secretary/Manager should continue to liaise with Mr. John Woods with a view to shots of Vaucluse House being included in the studio identification segments when the change to colour television takes place.

(e) Recreational Facilities, South Paddock:

As a result of representations made verbally to Messrs. Finlay and Doyle by Mrs. Phipps and in the light of subsequent discussion she had with the Secretary/Manager, it was agreed that ball games should be permitted in the upper portion of the paddock, for children and young people under the age of 18 years, for a trial period of six months, providing hard balls were not used. Practicing of golf, however, was still to be strictly banned.

GENERAL BUSINESS:

(a) Advisory Panels: Mr. Herford reread his previous suggestions and after some discussion the Trust agreed that they could not accept the suggestion that the "Friends" be asked to set up panels of their own. If panels are considered necessary then they should be set up by the Trust in co-operation with the "Friends" and other appropriate persons or organisations. Mr. Finlay suggested, if panels were set up, the Trust should direct specific projects for their attention and that the panels should be appointed by the Trust for a period not exceeding twelve months. If additional work was required after the expiry of twelve months then the panels could be re-appointed. Mr. Doyle expressed the view that the appointment of expert advisers as required, would be preferable to organised panels. Mr. Barrett expressed his opposition to formation of panels on the grounds that they were likely to be dominated by local people. The President also expressed his doubts on the advisability of established permanent panels and would much prefer to see the Trust seeking the services of expert consultants, such as historians, architects, antiquarians, etc.. Such consultants would work together whenever a problem involving their respective expert knowledge arose. After further discussion the Trust agreed with this view point and as a start, the President undertook to contact Professor Ward, Challis Professor of History at Sydney University, with a view to him collaborating in a re-assessment of all historical data.relating to the Vaucluse Estate and its occupants from the time of Sir Henry Browne Hayes onwards.

(b) Batterie de cuisine:

An illustrated brochure of this equipment was passed around the table to members present and Mr. Herford briefly advised the meeting as to how he had got to hear of the equipment being available in Australia. A number of the Trustees had already viewed the equipment and it was agreed in principle, that

acquisition would be of considerable benefit to the House. It had been hoped that the National Trust would have been prepared to share in the purchase of this copperware so that half of it could have been displayed at Old Government House and half at Vaucluse House. Unfortunately, the National Trust are no longer able to share in this purchase.

As Mr. P. Cook was unable to be present at the meeting he had written to the President expressing the opinion that we should not purchase all items as some of them were repetitive. It appeared however, that the Vendors were not prepared to split the sale of the items, which in all numbered 97 pieces. The price quoted for the set was $3,250, plus an additional $250 if cleaning and re-lacquering was desired by the purchaser. After some further discussion it was agreed that it was most desirable to acquire this unique collection, and the President suggested that the Trust should attempt to negotiate with the Vendor for the price of $3,250 to include polishing and re-lacquering and, furthermore, if the Batterie is acquired we should offer to lend part of it to the National Trust for display at Old Government House. The matter was left in the hands of Mr. Finlay.

CORRESPONDENCE. (a) Film Production:

A letter was tabled from Peter G. Scott Film Productions Pty. Ltd., North Sydney, requesting permission to use Vaucluse House for a historical documentary film which they have been commissioned to make for one of Australia's leading banks. Permission was granted and it was left to the Secretary/Manager to negotiate a fee in the region of $200 to $250 per day of shooting.

(b) Fire Alarm System:

A quotation from Wormald Bros., who installed and continue to service our existing fire fighting equipment was considered and accepted in principle, but in view of the high cost involved the Secretary/Manager was instructed to negotiate with the Service for assistance in paying for the installation. The system is the one already in use at Old Government House, Parramatta and detects the products of combustion before flames are apparent. It is also in use in hundreds of historic buildings throughout the world.

SECRETARY/MANAGER'S REPORT:

The Secretary/Manager's report having been previously circulated was approved and accepted.

Arising from this report it was agreed that the recommendations regarding the removal of the plaster over the chimney breast in the kitchen had considerable merit and that this matter should be the subject of discussion with the architect appointed to carry out the survey.

In connection with the inventory being carried out by Mr. Randall Reed it had been suggested to the President by Mrs. Simpson of the "Friends" that he was overcharging for the work. The Secretary/Manager explained that this was not a straight forward inventory, but would carry a great amount of information about all items in the House and in view of the work already put in by Mr. Randall Reed he considered that far from overcharging he was really doing this job as a labour of love. The Trust unanimously agreed with the Secretary/Manager's remarks.

OTHER BUSINESS:

In connection with the gardener's cottage the Secretary/Manager had mentioned the replacement of unserviceable guttering and Mr. Herford recommended that "Guttergard" should be used to prevent the gutters filling up with leaves in the future. The members present agreed with this suggestion and the Secretary/Manager indicated that he would attend to this and would also install "Guttergard" in any other gutters where blockage by leaves was a problem.

There being no further business the Chairman declared the Meeting closed at 11.50 a.m.

Signed as true record

_____ Chairman

21. 7. 74

_____ Secretary/Manager

VAUCLUSE HOUSE/NIELSEN PARK HISTORIC SITE TRUST

REPORT FOR JUNE, 1974

FROM: Secretary/Manager TO: The Trustees

Gentlemen,

Firstly, please accept my apologies for the lateness of this report due to a number of factors eating into my available time including finalising of our accounts for Head Office at the end of the financial year, discussions on site with Service personnel regarding storm damage at Nielsen Park and two evening social functions in the House.

STAFF

Messrs. Christodoulou and Jones, labourers at Nielsen Park took their annual leave during the month.

An apology has been received from the Chief Industrial Officer of the Public Service Board relative to their tardiness in recommending a rationalised salaries and wages scheme for our staff. Apparently, the officer deputed to do this work was transferred to another section whilst the Chief was away sick and our file got mislaid. The Chief is now handling this matter personally and hopes to have the recommendations in the hands of the Personnel Officer of the N.P. & W.S. before the end of July. Increased payments will be retrospective to 29th May, 1974.

VAUCLUSE HOUSE AND ANCILLIARY BUILDINGS.

Main Staircase. This has now been shored up from inside the Guests' Bathroom and the Archives pending a decision on the method of making good the internal retaining wall.

Fire Alarm System. This matter has been discussed on site with Mr. George King - Assistant Director, N.P. & W.S., who has promised his support to a formal application for extra funds to carry out the work.

Guttering. A survey carried out by our plumber, Mr. George Marler and the writer showed that much of the guttering and downpipes on the East Wing of the house and the stables was unserviceable. New copper gutters and downpipes have been obtained from the Government Contractors and the work of replacement will commence in the near future.

I have also had an unsightly and unused ven t stack removed from the east wall of the stables and would seek Trust approval to eventually remove the unsightly stack on the east roof of the kitchens which connects to the Esse stove in my flat. I consider this stove is a fire hazard, we never use it, and rely on electricity for heating.

FUNCTIONS IN THE HOUSE.

On the 8th July a small dinner party was organised at the request of the Minister of Lands to entertain his opposite number from Victoria. Letters of appreciation have been received from the Minister by the President and the Secretary/Manager.

In the evening of 14th July the "Friends of Vaucluse House" held a very successful Annual General Meeting in the kitchen followed by a wine and cheese party in the drawing room. The"batterie de cuisine" was on show and this was greatly appreciated by all members present.

ARCHITECTURAL SURVEY

At a meeting of the Executive with Mr. Lucas basic terms of reference were established and he indicated that the likely order of costs would be between $2000.00 and 2500.00.. The President will report more fully on the discussions at the Board Meeting on 21.7.74.

VAUCLUSE PARK

The Winter work programme continues with special attention being given to the lawns which have been damaged by the depradations of the Army Beetle and the Web Moth Beetle. Unfortunately the only really efficient treatment is with D.D.T. or Dieldrin which we are precluded from using. However we hope to achieve successful eradication of the pests by repeated treatment with Clordane.

A very successful Concours d'Elegance was held by the Mercedes-Benz Car Club in the west paddock on Sunday, 7.7.74 which resulted in record crowds, for the time of the year, visiting the House. Ticket receipts and Sales exceeded $390.00 for the day and a donation from the Club has been promised.

Gardener's Cottage Painting of the interior is now under way and completion is anticipated by the end of this month apart from the laying of floor-coverings.

Lease of Tea Rooms As a result of representations made by the writer to the Service, a letter has been received together with a sample lease. These will be presented under correspondence at the Board Meeting on 21.7.74.

Inventory It is understood from Mr, Randall Reed that apart from checking items which are stored in the lofts over the Boardroom and Stables his work is approaching completion.

NIELSEN PARK & CLARK ISLAND

During the past month a number of Officers from the Service including the Assistant Director, Mr. George King have visited the writer and surveyed the damage to the wharf and sea wall. As a result Of these visits, a letter has been received from Mr. Holmes, the acting Director requesting the writer to make a formal submission for funds to make good the damage sustained, so that the N.S.W. Treasury may make a claim on the Special Fund established by the central Government to cover damage from Storm, Floods etc..

Apart from the fact that one of the gas barbecues at Clark Island blew up last week-end there are no problems in administering this site.

A.E. Hobson

SECRETARY/MANAGER

JUNE, 1974

FINANCIAL REPORT

Admissions to Vaucluse House

Ticket Values		No. of Admissions	Income
50¢		3123	$1561. 50
30¢		136	40. 80
20¢		639	127. 80
10¢		715	71. 50
Coach Tours &	50¢	164	82. 00
Party Admissions	20¢	330	66. 00
by Voucher	10¢	535	53. 50
		5542	$2003. 10

Revenue

The usual seasonal decline in the number of visitors, due to end of the tourist season, is shown in the above figures. However, total income for June inclusive of admissions, sales, rents, etc. was $3,021.92 of which general revenue due to N.P. & W.S. was $1,653.02 whilst $1,368.90 was credited to the Special Purposes Account.

Budget

Official returns from N.P. & W.S. Finance Division show that for the first eleven months of the financial year, we have, apart from moneys paid out for salaries and wages, kept within our allocation of funds. Escalation in the cost of labour is however, met from a special fund kept by the Service to meet such contingencies, and therefore, as foreshadowed by the Treasurer at the May meeting, returns for the full fiscal year ended June, 1974, when available from Head Office, will show that the budget has been "Balanced".

Please note that the "Friends of Vaucluse House" repaid their debt of $400.00 to the Advance Account before the end of the Financial Year.

SPECIAL PURPOSES ACCOUNT

Statement of Revnue and Expenditure

Item	Dr.	Cr.
BY balance brought forward at 1.6.74		$19,776. 69
TO Eugene Mansour P/L for Curtains	$360. 52	
Mirror, Aus., Tel., Publications for photographs	18. 40	
G. Marler. Installation Jackson Boiler in Kiosk	180. 00	
BY Revenue - Admissions & Sales,etc.		1,368. 90
TO Balance carried forward at 30.6.74	20,586. 67	
	$21,145. 59	$21,145. 59

Commitments.

Gardener's Cottage inclusive of floor coverings, etc.	$4,700. 00
Inventory - Mr. Randall Reed	500. 00
Batterie de Cuisine	3,250. 00
* Architectural Survey. approx.	2,500. 00
	$10,950. 00

* It should be noted that the "Friends of Vaucluse House" have promised a contribution towards the cost of this project and in our General Budget submission to the Service in May, 1974 we asked for $5,000.00 to carry out a survey and effect restoration of part of the fabric of the building.

Therefore, Special Purposes Funds available at 1.7.74 - $9,636.67

A.E. Hobson
SECRETARY/MANAGER.

542/6

28 JUN 1974

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 59 Park code 26

EXPENDITURE FROM ADVANCE A/C OF Vaucluse House Historic Site

at [illegible] of N.S.W. Vaucluse (bank and branch)

for the period ended 31st May, 1974, 19

Voucher No.	Cheque No.	Claimant	Amount to be recouped $	c
383	120951/2	Salaries and wages. w/e 29.5.1974	1234	53
384	120952	Group Income Tax. w/e 29.5.1974	193	40
385	120953	Franos Trading Coy. Pty. Ltd.	57	00

TOTAL .. . .. . $ 1484.93

Vouchers totalling $ 1484-93 were recouped on [illegible]

Accountant,

per:

ADVICE OF RECOUPMENT

ST 8059 3 v C N B GNT GOVERNMENT PRINTER

567/15

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 60 Park code 26

EXPENDITURE FROM ADVANCE A/C OF [redacted]

at [redacted] (bank and branch)

for the period ended [redacted], 19

Voucher No.	Cheque No.	Claimant		Amount to be recouped	
386	120954	J. & M.D. Andrew Pty. Ltd.		208.	00
387	120955	Lentokil Pty. Ltd.		80.	00
388	120956	Amalgamated Chemicals (South)		44.	29
389	120957	Miller Ropes, Twines and Textiles		331.	56
390	120958	Special Purposes Account			
391	120959	Special Purposes Account			
392	120960	Kodak (Aus) Pty. Ltd.		51.	47
393	120961	Samuel Taylor Pty. Ltd.		9.	82
394	120962	Alex Bondar. Caltex Golden Gate Ser. Centre		2.	45
395	120963	Wormald Brothers (Aus) Pty. Ltd.		32.	90
396	120964	Eastern Suburbs Lime & Cement Pty. Ltd.		10.	90
397	120965	Wages and Salaries. w.e. 5.6.1974		1113.	38
398	120966	Group Income Tax. w.e. 5.6.1974		182.	10
39.	120967	Petty Cash		29.	07

TOTAL .. .. $ 2,093. 94

Vouchers totalling $ 2093-94 were recouped on [redacted]

Accountant,

per:

ADVICE OF RECOUPMENT

ST 8059—9 V. C. N. BLIGHT, GOVERNMENT PRINTER

S67/16 163

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY No. 1 Park code 26

EXPENDITURE FROM ADVANCE A/C OF [redacted]

at Bank of Nsw. Vaucluse (bank and branch)

for the period ended 6th June, 1974, 19..

Voucher No.	Cheque No.	Claimant		Amount to be recouped $	c
390	120958	Eugene Kensour Pty. Ltd.		360.	52
391	120959	Mirror Australian Telegraph Publications		18.	40

SPECIAL PURPOSES ACCOUNT

250 - 13 - 26 - 28

TOTAL .. .. $ 378. 92

Vouchers totalling $..... were recouped on .....

Accountant,

per:—

ADVICE OF RECOUPMENT

ST 5058—3 V C N BLIGHT GOVERNMENT PRINTER

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 2 Park code 26

EXPENDITURE FROM ADVANCE A/C OF [illegible]

at [illegible] (bank and branch)

for the period ended [illegible], 19

Voucher No.	Cheque No.	Claimant		Amount to be recouped	
400	120968	Pay Roll Tax. Comm. of Payroll Tax		148. $	56 c
401	120969	Franos Trading Co. Pty. Ltd.		46.	00
402	120970	J. & M.D. Andrew Pty. Ltd.		208.	50
403	120971	Conquip Ltd.		321	49
404	120972	Kalamazoo (Aust) Ltd.		21.	30
405	120973	Copy Cat Printing		24.	00
406	120974	Campbell Brothers Ltd		27.	18
407	120975	Aus. Gas Light Coy		15.	82
408	120976	Special Purposes Account			
409	120977	G. Marler.		28.	00
410	120978	Petty Cash expenses		18.	97
411/2	120979/80	Salaries and wages. w.e. 13.6.1974		1710.	99
413	120981	Franos Tading Coy. Pty. Ltd.		96.	00
		TOTAL	$	2,666.	81

Vouchers totalling $[illegible] were recouped on [illegible]

Accountant,

per:

ADVICE OF RECOUPMENT

ST 5059. S. V. C. N. BLIGHT, GOVERNMENT PRINTER

NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 63 Park code 26

EXPENDITURE FROM ADVANCE A/C OF [illegible] i t ric itc

at Bank of N.S.W. Vaucluse (bank and branch)

for the period ended 13 June, 1974, 19..

Voucher No.	Cheque No.	Claimant		Amount to be recouped
				$ c
408	120976	C. Marler. Plumber		180. 00

SPECIAL PURPOSES ACCOUNT

250 - 13 - 26 - 28

TOTAL .. .. $ 180. 00

Vouchers totalling $[illegible] were recouped on [illegible]

Accountant,

per: [illegible]

ADVICE OF RECOUPMENT

ST 5050—9 V. C. N. BLIGHT, GOVERNMENT PRINTER

- 4 JUL 1974 NATIONAL PARKS AND WILDLIFE SERVICE

A/c 213

RECOUP SUMMARY 64 Park code 26

EXPENDITURE FROM ADVANCE A C OF VAUCLUSE HOUSE HISTORIC SITE

at ... Bank of N.S.W. - Vaucluse (bank and branch)

for the period ended 19 June, 19 74

Voucher No.	Cheque No.	Claimant		Amount to be recouped $	c
414/5	120982/3	Salaries and wages. w/e 19.6.1974		1193	18
			TOTAL .. .. $	1193.	18

Vouchers totalling $ 1193 -18 were recouped on [illegible]

Accountant,

per

ADVICE OF RECOUPMENT

BT 3059-3 V. C. N. BLIGHT, GOVERNMENT PRINTER